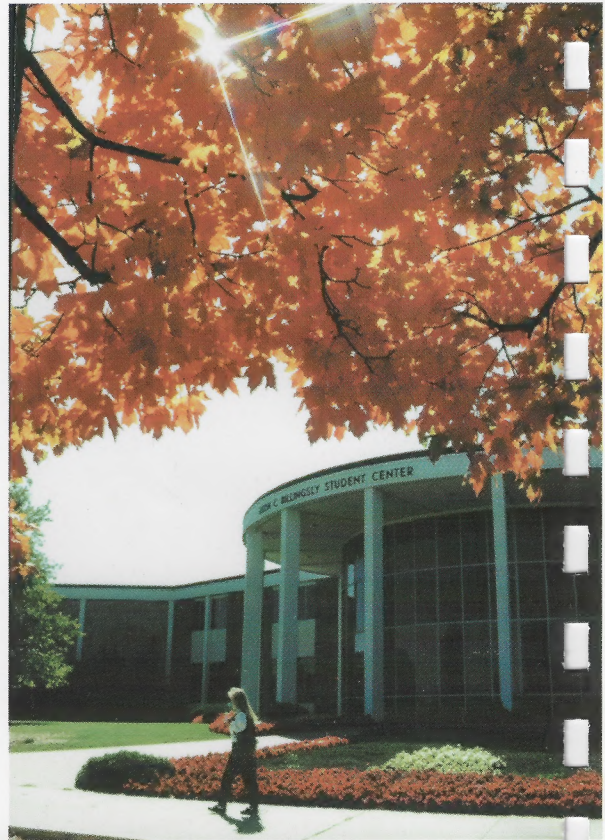
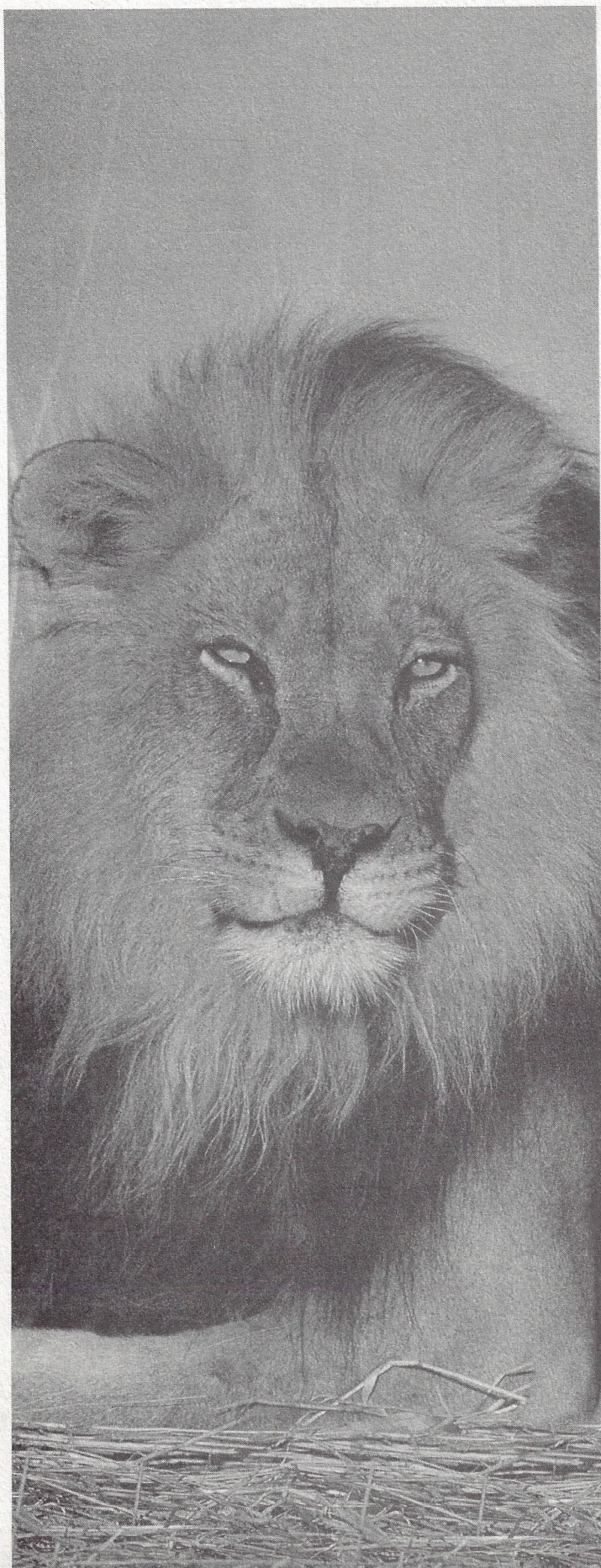


**CATALOG 2004-2006**

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## **2004-2006 CATALOG**

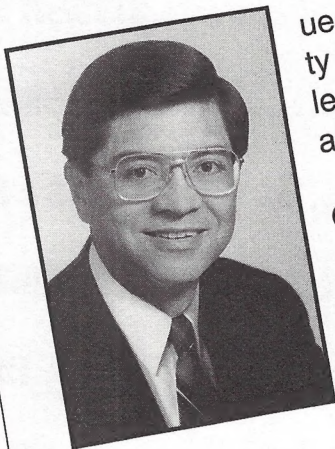
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**This publication will be made available in  
alternative format upon request to the  
Public Information Office, 417-625-9399.**

## **From the President**

**T**he ideal public university fulfills its mission by educating citizens of all ages and socioeconomic backgrounds. Missouri Southern State University is proud of the role it plays in the intellectual and personal growth of its diverse student body.



You will discover here one of the finest values in higher education anywhere, with quality academic programs, small classes, excellent and accessible professors, and reasonable cost.

Our curriculum combines a liberal arts foundation with a professional orientation and a strong commitment to the international aspects of education in order to prepare you for lifelong learning and a successful career in a rapidly changing and competitive world.

We invite you to come to our beautiful campus and visit with our faculty and staff so that you can experience true "Southern" hospitality and learn for yourself how Missouri Southern can prepare you for the 21st Century.

*Julio S. León*

Julio S. León, President

**Dear Student,**

If you're entering the university for the first time or even coming back after several years' absence, there is information in this catalog you'll need. It's not the most exciting bed-time reading, but it does pack a lot of information about our academic programs throughout your university experience.

This catalog and our helpful staff can answer your more immediate questions:

**1. *Can I get financial help with university costs?***

Yes, a full range of financial aid programs are available to qualified students. Mr. Jim Gilbert, Director of Student Financial Aid, and his staff can provide you with information and applications in Hearnest Hall 114, 417.625.9325. (*Financial Aid, page 43*)

**2. *I haven't decided on a major yet. What do I do?***

Southern has trained counselors to help you discover what your best interests and attributes might be. Visit with Kelly Wilson, Director of Student Support Center, Hearnest Hall 115, 417.625.9324. (*Student Support Center, page 20*)

**3. *I'm concerned about the transition from high school to college. Is there someone to help?***

Yes, the Student Support Center can help here too, as well as your University Orientation class. See Amy Ryder, Freshman Orientation Coordinator, Hearnest Hall 114A, 417.625.9521. (*Orientation, page 21*)

**4. *Do you have an Honors Program?***

Southern has an excellent and challenging Honors Program which includes a summer study option at Oxford University in England. Talk to Dr. Patricia Kluthe, Director of Honors Program, Webster Hall 118, 417.625.9748. (*Honors Program, page 39*)

**5. *What activities and organizations are available?***

A host of special events, student activities and departmental organizations are available throughout the year. Drop by the Student Activities Office, Billingsly Student Center 222, 417.625.9346. (*Student Activities, page 23. See also individual departments.*)

**Additional information is available at the Southern web site:  
[www.mssu.edu](http://www.mssu.edu)**



# Our Mission

**M**issouri Southern State University is a state-supported, comprehensive university offering programs leading to the bachelor's degree and to selective master's degrees in collaboration with other universities. The University has a statewide mission in international education granted to MSSU by special legislation.

The University's primary goal is to offer a baccalaureate program that fosters the total education of each student. Central to that mission is the strong commitment to international education, to the liberal arts, to professional and preprofessional programs, and to the complementary relationship that must exist between liberal and professional education in order to prepare individuals for success in careers and lifelong learning.

Inherent in its international approach to undergraduate education is the University's desire to prepare its students to understand world affairs, international issues, and other cultures as seen through their history, geography, language, literature, philosophy, economics, and politics. Knowledge and understanding of other cultures of the world also promote better understanding of our own valuable cultural diversity.

Missouri Southern's commitment to the liberal arts is reflected in a comprehensive program of general education requirements for all students to ensure that they have a breadth of educational experiences which will enable them to develop communication and critical thinking skills and to acquire and apply aesthetic, contemporary, civic, international, historical, mathematical, scientific, and value-oriented perspectives.

The faculty and staff of Missouri Southern State University emphasize quality teaching and learning as the most important attributes of the institution, complemented by scholarly and creative expression and dedicated community service. Community service involves responsiveness to the Southwest Missouri region as well as serving as the intellectual, creative, and cultural center of the area.

In order to remain loyal to the trust given to the University by the people of the State of Missouri, Missouri Southern State University will:

- fulfill its mission and objectives in an honorable and ethical manner;
- periodically review its mission in light of contemporary changes in society and in the needs of the people of Missouri;
- continually assess the effectiveness of its programs in order to ensure their quality and integrity.

# International Education





In July 1995, Missouri Governor Mel Carnahan signed into law House Bill No. 442, which directed that Missouri Southern "shall develop such academic support programs and public service activities it deems necessary and appropriate to establish international or global education as a distinctive theme of its mission." That legislation was enacted as part of Missouri's "Blueprint for Higher Education," adopted by the Coordinating Board for Higher Education.

The faculty and administration of Missouri Southern developed over the next year the outline of a comprehensive plan of international education. Included was the establishment of the Institute of International Studies, charged with overseeing the internationalizing of the campus.

The most distinctive aspect of Missouri Southern's effort to internationalize the curriculum, and the one with the most tangible effect throughout the campus community, has been the designation of "themed semesters." Each fall, a particular country or region of the world is selected to become the focus of intensive study. Past semesters have highlighted Africa, China, Cuba, India, Japan, Latin America, and the United States.

Study abroad programs also provide Missouri Southern students with additional opportunities to gain an understanding of other cultures and international issues. Students have traveled to Italy, Greece, Sweden, Costa Rica, Germany, Russia, Spain, Canada, France, England, India, Australia, Ireland, Austria, and Cuba under faculty supervision. Individually, students have spent entire semesters in Chile, France, Japan, the Netherlands, Denmark, Spain, Germany, Costa Rica, Finland, Switzerland, Australia, and England through the International Student Exchange Program or Missouri Southern's bilateral agreements with universities around the world.

Other programs and activities designed to internationalize the university include:

-  Infusing the entire curriculum with a global perspective.
-  Expanding the teaching of foreign languages to include new majors in French and German, new approaches, and new opportunities for language usage.
-  Creation of dynamic majors in International Studies and International Business with uniquely designed courses.
-  Increasing the participation of international students in campus activities.

Missouri Southern was one of 13 higher education institutions to be spotlighted in the *Internationalizing the Campus Report 2004: Profiles of Success at Colleges and Universities*, sponsored by NAFSA: Association of International Educators. Others included Duke University, the University of North Carolina, Notre Dame, the University of Florida, and the University of Oregon. NAFSA believed MSSU's themed semesters to be unique and having the potential as a model for other campuses.

The University also has received the Theodore M. Hesburgh Award for Faculty Development to Enhance Undergraduate Teaching and Learning, and an Andrew Heiskell Award for Innovation in International Education. In 2000, the American Council on Education selected Missouri Southern as one of eight institutions from 57 applicants for an assessment project called "Promising Practices: Institutional Models of Comprehensive Internationalization." More national recognition came from *Change: The Magazine of Higher Learning*, which published an article about the effects of MSSU's study abroad program in a 2002 issue.

# A Student's Guide to the Baccalaureate Degree

*Non Scholae Sed Vitae Discimus*  
*"Education not for a living, but for life."*

**W**e, the faculty at Missouri Southern, believe that you achieve a complete education through an interrelated program of study which includes the Core Curriculum and your major, as well as the extra-curricular opportunities that complete the total collegiate experience. We realize that over a lifetime many of you will change occupations and careers several times. While specialized knowledge in your field is essential, we believe that certain lifelong thinking and learning skills and a common body of knowledge are critical for an understanding of yourself and your larger community and for career advancement in the 21st-century marketplace. Specifically, we are committed to assist you as an undergraduate to:

- Acquire knowledge, both in breadth and depth, through exposure to a wide variety of disciplines and through majoring in your chosen field.
- Communicate with precision and style and to think clearly and critically.
- Achieve competence in quantitative skills.
- Know the methods of inquiry and thought necessary for understanding nature, society, and self.
- Sharpen your awareness and appreciation of other cultures with their differing values, traditions, and institutions.
- Develop lasting intellectual and cultural interests.
- Learn more about yourself and demonstrate mature decision-making skills.
- Achieve greater social maturity and tolerance for human diversity through the experience of working closely with a wide variety of fellow students and faculty members.

## Core Curriculum

The Core Curriculum at Missouri Southern is a carefully designed series of courses that all students earning a bachelor's degree must complete. It is our effort to furnish you a liberal education. But why? What about the Core is so important that it constitutes nearly half of the credit hours necessary for your degree?

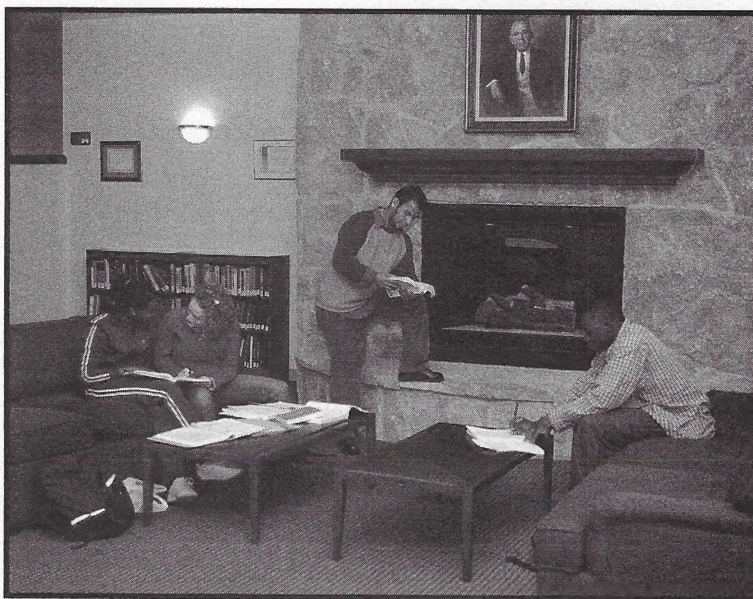
One way to answer that question is to reflect on another: What does it mean to be well-educated? While the question has generated much debate and there is no simple answer, most agree that a well-educated person possesses certain fundamental intellectual skills, a broad knowledge of the world, and a deep knowledge of a particular subject. While pursuit of a major field of study furnishes knowledge in depth, it is the Core Curriculum that seeks to arm you with the intellectual skills and the breadth of knowledge that characterize well-educated individuals.

## Goals of the Core Curriculum

The University accepts four intellectual skills as essential for well-educated people:

**Communicating:** Well-educated people develop effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence, and persuasiveness.

**Higher-Order Thinking:** Well-educated people develop the ability to distinguish among opinions, facts, and inferences; to identify underlying or implicit assumptions; to make informed



judgments; and to solve problems by applying evaluative standards.

**Valuing:** Well-educated people develop abilities to understand the moral and ethical values of a diverse society and to understand that many courses of action are guided by value judgments about the way things ought to be. Students should be able to make informed decisions through identifying personal values and the values of others and through understanding how such values develop. They should be able to analyze the ethical implications of choices made on the basis of these values.

**Managing Information:** Well-educated people develop abilities to locate, organize, store, retrieve, evaluate, synthesize, and annotate information from print, electronic, and other sources in preparation for solving problems and making informed decisions.

The University accepts seven broad areas of knowledge as necessary for well-educated people to understand and function effectively in today's complex and changing world.

**Social and Behavioral Sciences:** Well-educated people develop an understanding of themselves and the world around them through study of content and the processes used by historians and social and behavioral scientists to discover, describe, explain, and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present, and come to an informed sense of self and others.

**Humanities and Fine Arts:** Well-educated people develop an understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and fine arts. They deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic, and historical circumstances and by learning to appreciate the world of the creative imagination as a form of knowledge.

**Mathematics:** Well-educated people develop an understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.

**Life and Physical Sciences:** Well-educated people develop an understanding of the principles and laboratory procedures of life and physical sciences and cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the world, informs our imaginations, and shapes human history. Students should also understand that science is shaped by historical and social contexts.

**International Cultural Studies:** Well-educated people develop an understanding of how cultures and societies around the world are formed, sustained, and evolve. Students should understand world affairs, international issues, and cultures other than their own as seen through the history, geography, language, literature, philosophy, economics, or politics of the

cultures. Students will acquire empathy for the values and perspectives of cultures other than their own and an awareness of the international and multicultural influences in their own lives.

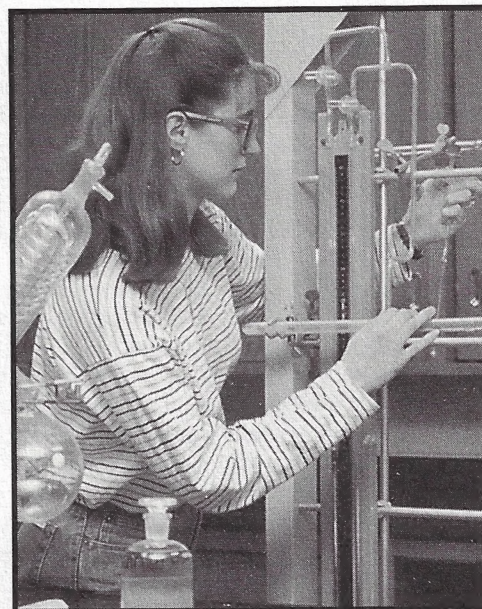
#### **Health and Wellness:**

Well-educated people develop the knowledge and self-management skills that will assist them in adopting healthy lifestyles. This encompasses all areas of wellness: physical, emotional, spiritual, social, and intellectual. Students will understand the relationship between lifestyle management, quality of life, and societal health and productivity.

**Economics:** Well-educated people develop an understanding of themselves and the world around them through study of the fundamental interaction between wants and resources in shaping human experience. Students must understand how the science of economics can be used to discover, explain, and predict human behavior and social systems both past and present.

These eleven goals have shaped the faculty's design of your Core Curriculum. The Core Curriculum is more than an array of courses from which students choose. The word core is derived from a root that means heart. We believe that your experience in our Core Curriculum is the heart of an excellent education. It also provides the foundation for your study of your major.

Three major strands are woven through the college's curriculum in both the Core and the major: writing, computer literacy, and international education. First, because writing is among the most crucial skills, Southern ensures that writing permeates the total course of study, starting in freshman composition courses and continuing through writing intensive courses in each major. Second, no one unfamiliar with computers will be prepared to cope with the 21st Century, so Southern has devised a computer literacy program to enable all its graduates to use these powerful tools. And third, as detailed elsewhere in this catalog, Southern has a special emphasis in international education. An awareness of other peoples, languages, and cultures is becoming increasingly necessary. In every possible course, the curriculum includes a global perspective.



### Your Major

The University offers more than 100 majors in a wide variety of fields. Your pursuit of your major will furnish you with the knowledge in depth that is also characteristic of a well-educated person. Some students come to Southern with a clearly defined idea of their major; others come uncertain, relying on their exposure to the Core Curriculum and on experimenting with a few elective courses to help them choose.

In either case, when you emerge with your baccalaureate degree, you will have mastered a body of knowledge that sets you apart from well-educated people in other fields. Often it is your mastery of a particular discipline that makes you of great value in the workplace. Not only do you emerge knowing a great deal, but you also emerge armed with the power to learn more, to extend your knowledge.

### Special Features of Missouri Southern

A comprehensive education fostering life-long learning is the aim of our liberal arts curriculum. Southern strives to present the best in higher learning. The following features distinguish our university.

**Emphasis on Teaching:** The heart of Missouri Southern is that of an undergraduate university where the interaction between teacher and student is of primary importance in the learning experience. Here you will be taught by professors with degrees from the most prestigious universities across the nation.

**International Mission:** The world is changing rapidly and dramatically. The future will belong to those who have an understanding and appreciation for the world beyond the boundaries of our country. That is why Missouri Southern has chosen to emphasize a global perspective throughout our entire curriculum and wherever possible to add an international dimension to our courses.

**Assessment of Outcomes:** Missouri Southern continually assesses the effectiveness of its programs, including the Core Curriculum and all the majors. The assessment information helps us revise and improve our programs. In this way, we ensure our curriculum is dynamic and up-to-date.

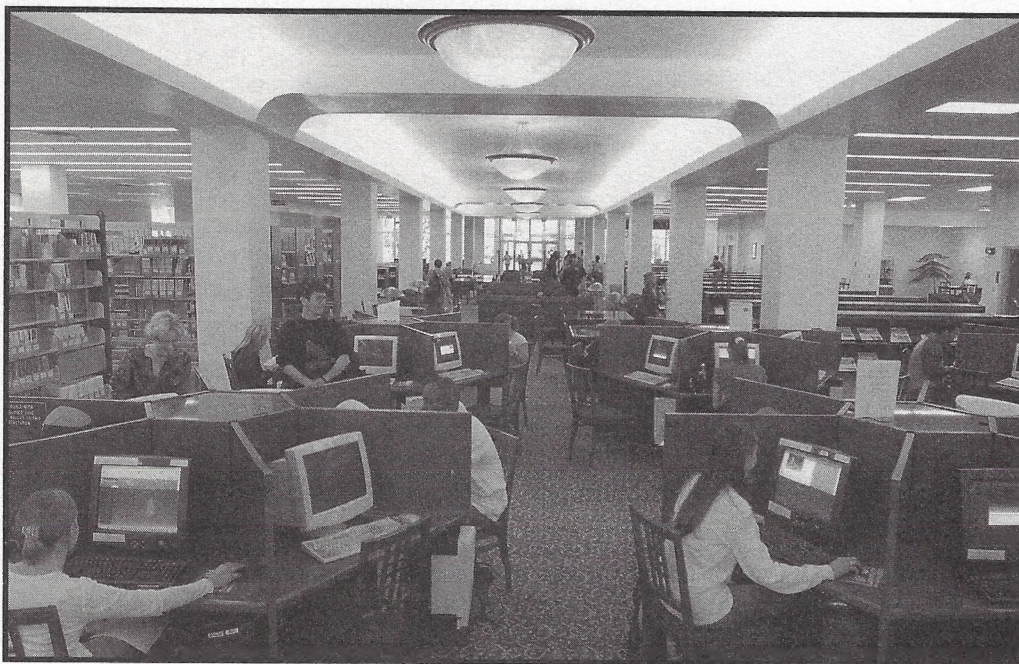
**Enrichment Programs:** Your opportunity for total education is enriched through a variety of special programs including the Honors Program, internships and independent study opportunities, involvement with the student media, and "themed" semesters that focus on a country, continent, or section of the world. Study abroad opportunities include Oxford University and Cambridge University in England; the Summer in Sweden art program; language immersion programs in France, Germany, Mexico, and Spain; and semester-long exchange programs throughout the world. Short-term study abroad experiences, including comparative trips and on-site classes, introduce students to aspects of another country's culture in order to expand their views beyond the U.S. perspective.

**Total Collegiate Experience:** A great deal of college education happens outside the classroom. An array of extracurricular activities is offered to meet almost every academic and social interest. In addition, numerous services are available for the student to meet educational and personal needs.

**Diverse Student Body:** Students at Southern represent a wide variety of ages and places of origin. The sizable enrollment of nontraditional students (those over 25) and international students is a great advantage. On our campus, students come to see each other as friends and allies and learn to develop healthy and supportive relationships with a variety of people.

**Flexible Class Scheduling:** Day and evening classes, inter-session classes, and hybrid classes are available to students for the purposes of flexible scheduling. The Division of Lifelong Learning provides a variety of forms of access to education to meet the needs of today's students. Access to educational opportunities is provided through Internet, televised, blended Internet and TV, video and cd correspondence, video hybrid, blended video, streaming video, and weekend hybrid classes.

More complete information on each of these features is found in the catalog. And of course, our faculty and staff are always willing to help you to make the most of your college experience. Don't hesitate to ask. We're here for you!



# Assessment of Outcomes

## Goals of Assessment of Outcomes

Assessment is an ongoing, cyclical effort of identifying goals, developing programs to achieve those goals, evaluating the effectiveness of the programs, analyzing results, redefining goals and improving programs. That cycle is a basic responsibility of all faculty and administrators. Stated goals of outcomes assessment at Missouri Southern are:

1. **Evaluation of institutional effectiveness by research and assessment of:**
  - a. Core Curriculum programs and school departments
  - b. Academic and developmental student outcomes
2. **Improvement of both academic and student affairs programs:**
  - a. To increase student academic and developmental outcomes
  - b. To increase student retention and degree completion
3. **Provision of data needed for long-range planning to fulfill the college mission**
4. **Fulfillment of governmental mandates**

In its mission, Missouri Southern is committed to developing effective programs to fulfill the needs of the students while developing knowledge, skills, and positive attitudes. In order to accomplish that goal, ongoing assessment is conducted not only by professors in the classes offered each semester, but also by faculty and administration in annual program reviews. The Center for Assessment and Institutional Research assists faculty and administration in gathering data for those reviews. In addition, a Faculty Assessment Advisory Committee meets regularly with the administration to study current assessment methods and make recommendations for improvement of the University's assessment program.

## Program for Assessment of Outcomes

Importance of assessment for college accountability is underscored by a **Board of Governors policy that requires that students participate in assessment activities when requested.** Information obtained from standardized tests, faculty developed tests, surveys, student research, portfolio review, student interviews and performances is used to develop both quantitative and qualitative data needed for the analysis phase of our assessment plan. Three identified areas of student outcomes are assessed each year: Core Curriculum, departmental majors, and student development. In addition, follow-up studies of alumni and their employers are conducted periodically.

**Core Curriculum:** Data for study is gathered each year by administering a standardized test and needed surveys to incoming freshmen and exiting seniors. The AP (Academic Profile) from the Educational Testing Service is a standardized test used to measure the impact of a Core Curriculum on students as they progress through a degree program. Students are called upon to analyze, synthesize, apply and evaluate information within several academic contexts, rather than just to recall or recognize content. Missouri Southern seniors consistently score well above the national average on this test.

**Departmental Majors:** The faculty and administration of each department are responsible for evaluating the effectiveness of their programs. All departments have developed outcomes assessment programs for graduating seniors. Information gathered from quantitative and qualitative assessment is used by the department to review programs. A variety of assessment methods are used by the various departments.

Departments that offer degrees leading to state or national certifications use the required standardized tests for entrance and certification as their quantitative measures. These departments include computer information science, dental hygiene, education, medical technology, radiologic technology, respiratory therapy, and nursing. Departments that use standardized major field tests offered by the National Testing Services or by their particular professional organization include biology, business administration, chemistry, criminal justice administration, English, environmental health, history, management technology, mathematics, physics, sociology, music, and psychology.



## 10 / *Assessment of Outcomes*

In major areas where standardized tests are currently unavailable, departmentally developed assessments are used. They utilize one or more of the following methods: faculty developed exams, portfolio review, student interviews, external examiners, capstone projects and simulations, among others. The art, communications, political science, Spanish, and theatre departments have developed such plans.

**Student Development:** The impact of a college is not limited to the classroom. While Core Curriculum and departmental major assessment is focused on knowledge and skill outcomes, student development assessment focuses on social and personal growth of students both inside and outside of the classroom. Surveys and opinionnaires are the primary methods of gathering data to assess student development. Data are collected from entering and graduating students each year to assess current attitudes and opinions as well as trends in that information.

### Results of Assessment of Outcomes Core Curriculum

As our Assessment program matures, we have an ongoing commitment to use the data collected from tests, surveys, etc. to analyze trends and link results to the planning process. Teams of students, faculty, administrators, and staff have studied the data. Assurance of the quality and effectiveness of our Core Curriculum has been the result.

For example, the Core Curriculum study resulted in a consensus that what we teach in our Core fits our mission, but how we teach the Core and major courses and how students learn should be the focus. For that reason, several initiatives on campus are studying new approaches to involve students more effectively in the learning process.



# Fee Policies

## Schedule of Fees

### Tuition and Incidental Fees For 2004-2005

Tuition ( <i>per credit hour</i> )		Legal/Technique Aspects of Firearms	\$65.00
Missouri residents	\$127.00	Manufacturing Technology	\$15.00
Non-residents	\$254.00	Music Recital ( <i>senior music majors only</i> )	\$50.00
Textbook Rental Fee ( <i>per credit hour</i> )	\$6.00	Music Techniques	\$100.00
Equipment Use Fee - full time students	\$40.00	Nursing	\$200.00
part time students	\$20.00	Photography	\$65.00
Student Activity Fee - full time students	\$25.00	Police Academy	\$1,000.00
part time students	\$15.00	Radiologic Technology ( <i>first &amp; second year students</i> )	\$17.50
Parking Fee	\$15.00	( <i>summer</i> )	\$160.00
Records Fee	\$3.00	Respiratory Care ( <i>contact 659-4400 for special course fee information</i> )	
<b>Other University Fees</b>		Science Laboratory Breakage and Materials	cost
Application for Admission ( <i>non-refundable</i> )	\$15.00	Science Courses with Labs	\$10.00
Change of Class Schedule ( <i>add/drop fee</i> )	\$5.00	Teacher Education Course	
Late Registration	\$10.00	Materials ( <i>varies with course</i> )	\$2.00 - 8.00
Missouri Constitution Test Fee	\$5.00	<b>Residence Hall Fees</b>	
Student ID ( <i>first time students</i> )	\$ 2.00	( <i>Option A = 23-meal plan; Option B = 15-meal plan; Option C = 10-meal plan</i> )	
( <i>replacement card</i> )	\$5.00	Double Rooms Cost-Option A ( <i>per semester</i> )*	\$2,240.00
Late Rental Book Fee ( <i>per credit hour</i> )	\$6.00	Double Rooms Cost-Option B ( <i>per semester</i> )*	\$2,200.00
Distance Learning Fee ( <i>per credit hour</i> )	\$25.00	Double Rooms Cost-Option C ( <i>per semester</i> )*	\$2,170.00
<b>Special Course Fees</b>		Apartments - Option A ( <i>per semester</i> )*	\$2,440.00
Applied Music ( <i>per credit hour</i> )	\$80.00	Apartments - Option B ( <i>per semester</i> )*	\$2,400.00
Art Materials ( <i>varies with course</i> )	\$5.00 - 40.00	Apartments - Option C ( <i>per semester</i> )*	\$2,370.00
Computer Aided Drafting and Design ( <i>per course</i> )	\$70.00	East Hall - Option A ( <i>per semester</i> )*	\$2,640.00
Computer Information Science ( <i>per course</i> )	\$1.00	East Hall - Option B ( <i>per semester</i> )*	\$2,600.00
Dental Hygiene		East Hall - Option C ( <i>per semester</i> )*	\$2,570.00
First-Year Students	\$1,250.00	Private - Option A ( <i>per semester</i> )*	\$2,940.00
Second-Year Students	\$1,250.00	Private - Option B ( <i>per semester</i> )*	\$2,900.00
Distance Learning Fee for Internet, TV, Correspondence		Private - Option C ( <i>per semester</i> )*	\$2,870.00
courses ( <i>per credit hour</i> )	\$25.00	Refundable Security Deposit	\$150.00
EMT-Paramedic ( <i>Fall semester only</i> )	\$725.00	*Payable in five (5) payments	
Freshman Orientation	\$30.00	Other incidental fees for supplemental class materials, testing or other	
		course-related costs may be assessed as required.	

**The University reserves the right to change fees without notice.**

### Payment of Fees

#### 1. Tuition and Incidental Fees

For all students who have pre-registered for fall, spring, or summer semesters, at least 50% of the semester charges must be paid by the published deadline for each respective semester. Failure to remit the first 50% installment according to these payment terms will result in an immediate drop from all pre-registered classes before regular registration. Students enrolled in intersession classes must have their fees paid in full prior to the first day of class.

For students who enroll during regular registration, payment of 100% of the fees charged will be due and payable on the day of registration. Failure to remit the balance due will result in an immediate drop of the student's class schedule.

Statements of account will be mailed to all pre-registered students prior to the initial payment deadline. Subsequent statements will be mailed monthly.

It is extremely important to realize that a financial obligation is incurred at the time of enrollment. Services are rendered as of the first day of class so unless a student officially withdraws prior to that day, fees will be assessed in full. No reduction in charges according to the University refund policy will be credited to the students account until an official withdrawal is completed. Failure to pay fees in accordance with the stated payment plan will not necessarily relieve the financial obligation incurred if the student is dropped for non-payment.

Students expecting their fees to be paid through financial aid sources must have all necessary documentation filed with the Financial Aid Office by July 1st for the Fall term,

## 12 / Fee Policies



and by December 1st for the Spring term in order to receive consideration for payment deferment.

Students enrolled in evening, weekend Internet, and televised classes for regular college credit courses, applicable toward an associate or baccalaureate degree, are subject to the same fees, rules, and regulations as set forth for students attending day classes. Special fees for classes not applicable toward a degree program will be announced in the Evening Session Bulletin.

Appeals concerning special problems pertaining to fees should be directed in writing to the Treasurer in Hearn Hall, Room 210.

### 2. Residence Hall

As stated in the contract agreement, students will be responsible for the full semester fee, except as specified in the contract, once they have checked into the Residence Halls even upon complete withdrawal from school. The security deposit will be refunded only if the terms of the contract have been fulfilled.

### Explanation of Fees

**Admission Application Fee** - a non-refundable administrative fee required upon submission of an application for admission.

**Change of Class Schedule Fee** - an administrative fee charged for each class change (add or withdrawal) made after the first week of the semester.

**Distance Learning Fee** - a fee charged to off-set costs unique to the distance learning environment including: development of specialized Internet courses, fees to broadcasters for carrying televised courses, transmitter and tower costs for televised courses, host servers for Internet courses, and video and Internet materials developed by independent producers.

**Equipment Fee** - an incidental fee assessed each semester, which enables the University to provide the most technologically current equipment for use in the classroom and laboratories. All fees collected will be used solely for the purchase of equipment, which will directly benefit the students in their university course work.

**Late Registration Fee** - an administrative fee assessed to students who enroll for classes after the first full week of the semester.

**Parking Fee** - an incidental fee assessed each semester to cover all costs associated with vehicle registration, roadway and sidewalk maintenance, and campus security.

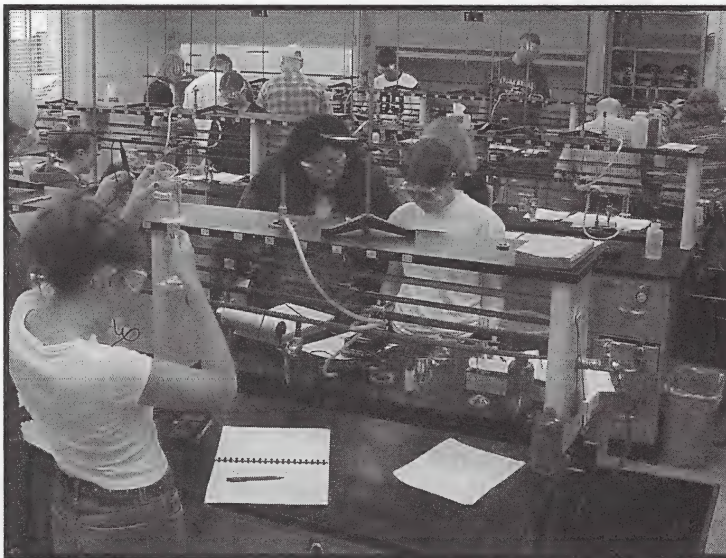
**Records Fee** - an incidental fee assessed to all students each semester to cover an unlimited number of transcripts, cap and gown, and diplomas. This replaces the old transcript and commencement fees.

**Special Course Fees** - fees are charged for additional course materials and/or services for specific courses. Courses include but are not limited to art, music, education, dental hygiene, nursing, radiology, and photography.

**Student Activity Fee** - an incidental fee assessed each semester to support various aspects of campus life including student activities, student government, student publications, and other events and services provided by the University.

**Student I.D. Card** - a one-time fee assessed to all new students allowing the issuance of a photo identification card. This card is required not only for identification purposes but also must be presented in order to check out library materials, to be admitted to campus activities, to obtain meals under the Residence Hall meal plan, or to conduct business in various campus offices such as Financial Aid, Cashiers Office, Ticket Office, etc.

**Textbook Rental Fee** - a per credit hour fee assessed for the use of rental textbooks. The University operates a rental system through the University Bookstore which allows the use of the required textbook by the student for one semester. Before rental books may be issued, the student is required to have paid at least 50% of the total fees due for the semester. It should be noted that some classes may require the purchase of supplemental books and materials not available through the rental system. These materials may be billed to students'



accounts. Textbooks must be returned no later than 10 A.M., Monday following the week of finals. A book drop box will be available inside Billingsly Student Center on the second floor entrance for weekend and after-hour drop-off. Textbooks not returned by this time will be charged to the student's account at the retail price. This fee may be reduced to a late fee equal to the current rental fee when returned after this time through the Wednesday following the week of finals. Books are non-returnable after this date.



## **Refund Policy**

### **(Except for Residence Hall Charges)**

During the course of any semester, if a student finds it necessary to drop individual classes or fully withdraw from the University, the fee refund policy is as follows:

#### **For Fall and Spring Semesters**

Prior to the end of the first week of classes . . . 100% refund  
 Second through fifth weeks . . . . . 60% refund  
 After the fifth week. . . . . 0% refund

#### **For Summer Semester**

Prior to the end of the first week of classes . . 100% refund  
 Second and third weeks . . . . . 60% refund  
 After third week . . . . . 0% refund

#### **For Intersession**

No refund of fees after first day of intersession classes.

Withdrawal from classes during the refund period means that the student will be responsible for 40% of the cost of tuition.

*To be eligible for a refund, the student must formally complete a drop form and submit it to the Registrar's Office within the refund period. If the student is withdrawing from the University completely, he or she must complete a withdrawal form with the University Exit Counselor within the published deadline dates. Failure to attend classes will not constitute a withdrawal.*

**Note:** The above refund policy does not apply to students with Federal Financial Aid.

If the student withdraws after payment of any or all fees for the semester, any monies due to the student will be mailed after fee refunds have been applied. However, if the university costs have been paid partially or fully by financial aid

(scholarships, grants, loans, other government assistance programs, etc.) the refund monies will be first applied to the financial aid program source. Please see the repayment notice of Title IV aid paragraph below for further explanation. Once these awards have been fully refunded, any remaining balances will be forwarded to the student.

All refunds must be claimed during the term for which the refund applies. Students who feel that individual circumstances warrant exceptions to this policy may appeal in writing to the Treasurer. This appeal must be made during the term for which the refund applies.

## **REPAYMENT NOTICE FOR FEDERAL FINANCIAL AID**

Students who withdraw on or before the 60% point of the semester will be subject to repayment of part or all of their aid as determined by Federal Regulations.

- Students will be notified in writing of any amount due. A hold will be placed on the student's account until repayment is made in full.
- Students must make repayment of their portion of financial aid within 45 days. Failure to make repayment within 45 days will result in:
  1. Referral to the Federal Government for collection.
  2. Ineligibility for Federal Financial Aid from all colleges and universities until the overpayment of aid and interest due is paid to the U.S. Department of Education.

For policies concerning fee refunds for Residence Hall charges, please refer to the Residence Life contract.

# Academic Calendar

June							2004	
S	M	T	W	T	F	S		
		1	2	3	4	5		
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30					

July							2004
S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

August							2004
S	M	T	W	T	F	S	
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15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

September							2004
S	M	T	W	T	F	S	
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5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

October						2004	
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17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

November							2004
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14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

December 2004						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2005						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2005						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2005						
S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2005						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2005						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## 2004 SUMMER SEMESTER

June 4	Day and Evening Registration
June 7	<b>CLASSES BEGIN</b>
June 10	Last Day Full Refund of Fees
June 24	Withdrawal After This Date No Refund of Fees
July 5	Dismissal for 4th of July Holiday
July 15	Last Day to Withdraw from a Class with a "W"
July 26	Last Day for Complete Withdrawal from University with all "W's"
July 28	Last Day of Classes
July 26-29	Final Examinations (Evening Classes)
July 29	Final Examinations (Day Classes)

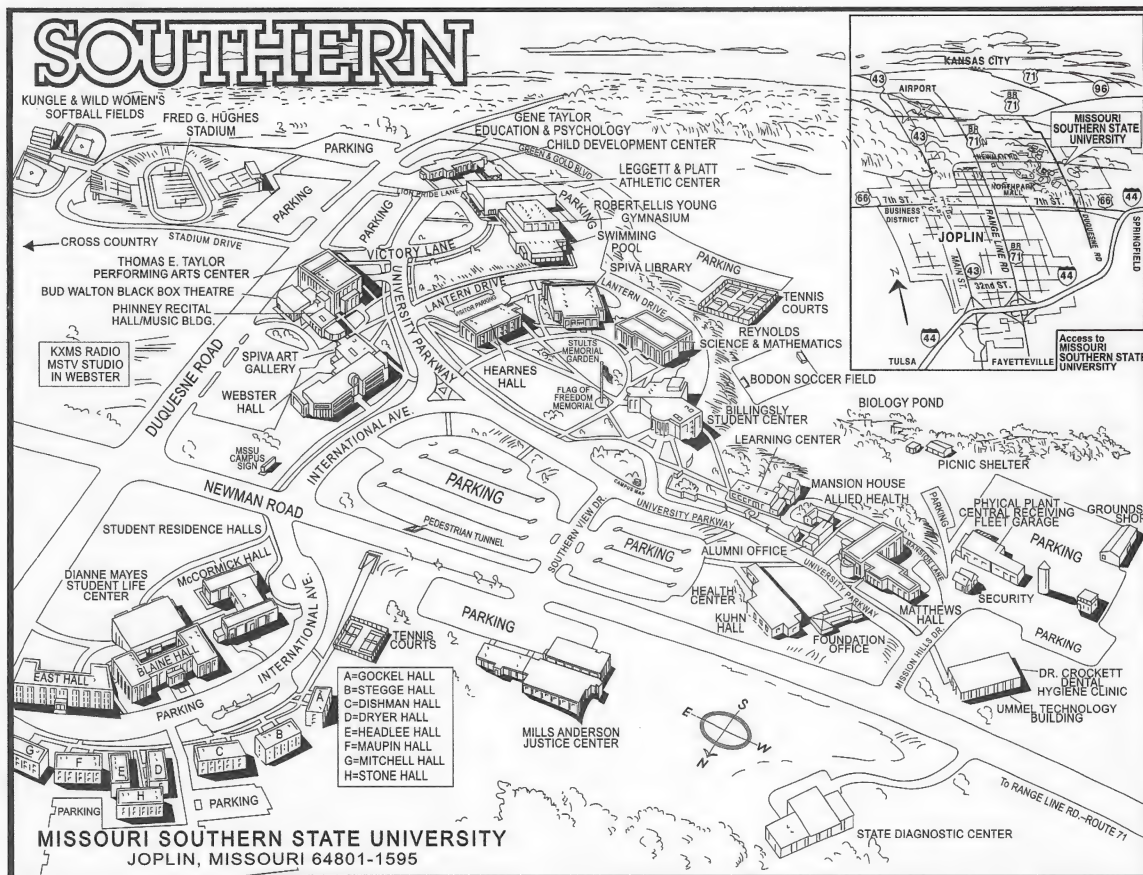
**2004-2005 FALL SEMESTER**

August 19	Day and Evening Registration
August 19	Freshman Assessment Day
August 20	Faculty Study Conference & Day Registration
August 23	Classes Begin
August 27	Last Day Full Refund of Fees
August 30	Drop/Add Fees & Late Registration Fees Begin
September 6	Dismissal for Labor Day
September 24	Withdrawal after This Date No Refund of Fees
October 22	Last Day to Withdraw from a Class with a "W"
November 24-26	Dismissal for Thanksgiving Holiday
November 29	Classes Resume
December 6	Last Day for Complete Withdrawal from University with all "W's"
December 10	Last Day of Classes
December 13-17	Final Examinations
December 17	End of Semester
December 18	Commencement

**2004-2005 SPRING SEMESTER**

January 6	Day and Evening Registration
January 7	Faculty Study Conference & Day Registration
January 10	<b>CLASSES BEGIN</b>
January 14	Last Day Full Refund
January 17	Drop Add & Late Fees Registration Begin
February 11	Withdrawal after This Date No Refund of Fees
February 16	Senior Assessment Day
March 11	Last Day to Withdraw from a Class with a "W"
March 21-25	Spring Break
May 2	Last Day for Complete Withdrawal from University with all "W's"
May 4	Last Day of Classes
May 5	Reading Day – No Finals
May 6-12	Final Examinations
May 12	End of Semester
May 14	Commencement
May 16-28	Intercession





**Anderson Justice Center**  
Anderson Auditorium  
Criminal Justice  
Emergency Medical  
Technology  
Firing Range  
Franklin Technology Programs  
Law Enforcement Academy  
Paramedic  
Regional Crime Laboratory  
Respiratory Therapy

**Art Building**  
Art  
Spiva Art Gallery of MSSU

**Billingsly Student Center**  
Bookstore  
Career Services  
Food/Dining Services  
Meeting/Game Rooms  
Public Information Office  
Student Activities  
Student Services  
Ticket Office

**Biology Pond**  
Picnic Pavilion  
Solar Energy Laboratory

**Bud Walton Theatre**

**Emergency Medical Services Annex**  
Allied Health Services  
Alumni Office

**Foundation House**  
Missouri Southern Foundation

**Hearnes Hall**  
Administrative Offices  
Business Office  
English & Philosophy  
Enrollment Services  
Financial Aid  
Graduate Programs  
Human Resources  
Registrar  
Student Employment  
Student Support Center

**Kuhn Hall**  
Nursing  
Radiology  
Student Health Center

**Learning Center**  
Disability Services

**Leggett & Platt Athletic Center**  
Athletics Director  
Men's baseball, basketball, track  
Training Room  
Wellness Center  
Women's basketball

**Maintenance Office**  
Central Receiving  
Greenhouse  
Public Safety

**Matthews Hall**  
Business Administration  
Center for Entrepreneurship  
Computer Information Science  
Cornell Auditorium  
International Trade & Quality Center

Small Business Development Center

**Music Building**  
Music  
Phinney Recital Hall

**Reynolds Hall**  
Biology  
Mathematics  
Physical Sciences

**Spiva Library**  
Archives  
University Java

**Dianne Mayes Student Life Center**  
Cafeteria  
Computer Labs  
Meeting Rooms  
Recreational Facilities

**Taylor Hall**  
Child Development Center  
Psychology  
Teacher Education

**Taylor Performing Arts Center**  
Theatre

**Ummel Technology Building**  
Computer Aided Drafting/Design  
Engineering Technology  
Dental Hygiene  
Manufacturing Information Management Systems  
Manufacturing Technology

**Webster Hall**  
88.7KXMS Radio  
Chart, Student Newspaper  
Communication & Foreign Languages  
Honors Program  
Institute of International Studies  
International Language Resource Center  
KGCS/MSTV Studio  
Lifelong Learning  
Social Sciences  
Webster Hall Auditorium

**Young Gymnasium**  
Football Office  
Kinesiology  
Sports Information Office  
Swimming Pool/Racquetball

**P - Parking**

**VP - Visitor Parking**

**Joe Becker Stadium,**  
Home of the Baseball Lions,  
3rd & High Streets

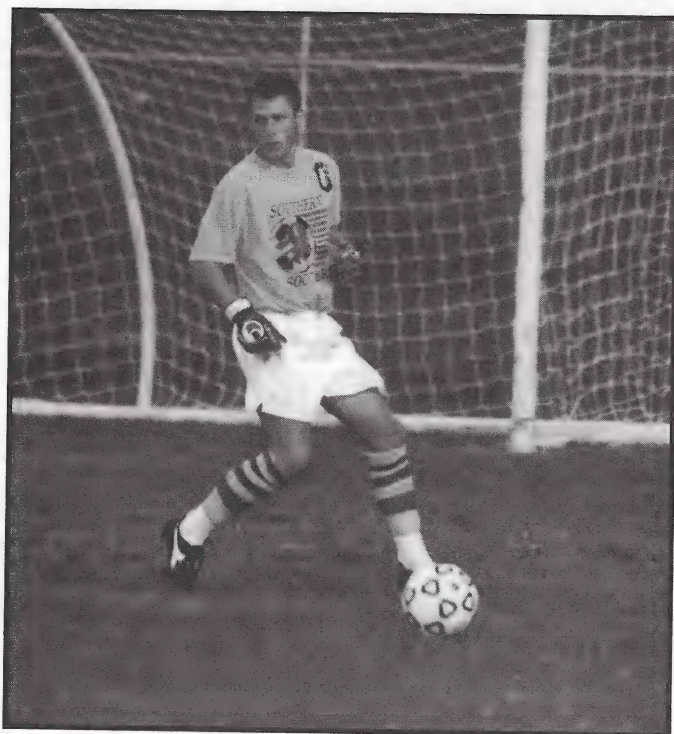
**Other Facilities**  
Bodon Soccer Field  
Campus Directory  
Flag of Freedom Memorial  
Hughes Stadium  
Kungle & Wild Softball Fields  
Student Residence Halls  
Stults Memorial Garden  
Tennis Courts  
Veterans Memorial

# Contact Information

Missouri Southern State University • 3950 E. Newman Road • Joplin, Missouri 64801-1595  
**417.625.9300 • 1.866.818.MSSU • www.mssu.edu**

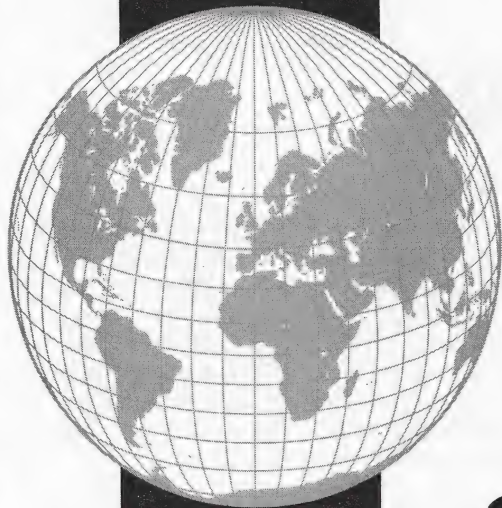
Academic Affairs . . . . .	625-9394	Lifelong Learning . . . . .	625-9384 (866-266-2221)
Admissions Office . . . . .	625-9378	Loans/Financial Aid . . . . .	625-9325
Alumni Affairs . . . . .	625-9355	Missouri Southern Foundation . . . . .	625-9396
Assessment/Institutional Research Center . . . . .	625-9349	News/Publications . . . . .	625-9399
Athletics - <i>Baseball, Basketball, Cross Country (M), Football, Golf, Track &amp; Field (M)</i> . . . . .	625-9317	Nurse . . . . .	625-9323
Athletics - <i>Cross country (W), Soccer, Softball, Tennis, Track &amp; Field (W), Volleyball</i> . . . . .	625-9316 (877-946-6772)	Orientation . . . . .	625-9529
Bookstore . . . . .	625-9380	Physical Plant . . . . .	625-9331
Business Affairs . . . . .	625-9728	President's Office . . . . .	625-9501
Business Office (cashier) . . . . .	625-9381	Public Information . . . . .	625-9399
Cafeteria . . . . .	625-9546	Purchasing . . . . .	625-9388
Career Services . . . . .	625-9343	Registrar . . . . .	625-9389
Catalog & Bulletins . . . . .	625-9378	Residence Halls	
Child Development Center . . . . .	625-9360	Blaine Hall . . . . .	659-4107
Credit Evaluations/Transcripts . . . . .	625-9389	McCormick Hall . . . . .	659-4190
Crime Laboratory . . . . .	625-9382	Student Life Center . . . . .	659-4461
Dental Hygiene Clinic . . . . .	625-9379	Public Safety . . . . .	626-2222
Disability Services . . . . .	625-9373	School of	
Faculty Appointments . . . . .	625-9394	Arts & Sciences . . . . .	625-9385
Financial Aid . . . . .	625-9325	Business Administration . . . . .	625-9319
Gifts & Annuities . . . . .	625-9500	Teacher Education . . . . .	625-9314
Grammar Hotline . . . . .	624-0171	Technology . . . . .	625-9328
Honors Program . . . . .	625-3005	Sports Information . . . . .	625-9359
Housing . . . . .	625-9522	Student Activities . . . . .	625-9320
Institute of International Studies . . . . .	649-4442	Student Employment . . . . .	625-9398
International Language Resource Center . . . . .	625-3109	Student Organizations . . . . .	625-9320
International Student Exchange Program . . . . .	625-9838	Student Services . . . . .	625-9392
International Student Office . . . . .	659-4460	Student Support Center . . . . .	625-9324
KGCS-TV . . . . .	625-9375	Swimming & Racquetball . . . . .	625-9390
KXMS-88.7 . . . . .	625-9356	Testing . . . . .	625-9324
Learning Center . . . . .	625-9373	Theatre Box Office (TPAC) . . . . .	625-3190
Library . . . . .	625-9386	Ticket Office (BSC) . . . . .	625-9366
		Veterans Affairs . . . . .	625-3159

# *Campus Life*



*Missouri Southern  
State University*





# ***Student Services***

**Student Support Center**

**New Student Programs**

**Project STAY**

**Upward Bound**

**Disability Services**

**Student Activities**

**Campus Recreation &**

**Wellness Program**

**Career Services**

**Residence Halls**

**Student Life Center**

**Food/Dining Services**

**Student Health Services**

**Intercollegiate Athletics**

**Student Policies**

**Department of Public Safety**

# STUDENT SERVICES

**Dean of Students and  
Assistant Vice President for Student Services**

Doug Carnahan

*Billingsly Student Center 211, 417.625.9531*

**Staff:** Julie Blackford, Jan Diple, Josh Doak,  
Carla Fairbanks, Darren Fullerton, Deb Gipson, Adam Griffin

Because all education does not take place in the classroom, the Student Services staff provides a wide variety of services for students at Missouri Southern. The department includes the Student Services Office, Dean of Students, Residence Life, Student Activities, Billingsly Student Center, Dianne Mayes Student Life Center, Dining Service, Student Health Services, and Recreation, Intramurals and Wellness.

With the objective of helping students to fully develop and achieve their educational goals, professional staff members are trained to support students by:

1. providing a campus climate in student residence and campus affairs that is conducive to academic achievement;
2. providing services which will assist in the self-development of all students and promote the understanding of their own purposes for being in college;
3. providing, through student government, student organizations and other activities, both an opportunity to practice democratic living, with both rights and responsibilities, and a chance to learn to work effectively and cooperatively with others;
4. helping each student develop a sense of individual responsibility and self-discipline;
5. interpreting college objectives, policies, and rules to students and communicate student attitudes, opinions, and activities to the faculty, administration, and general public; and
6. providing student health services that meet the emergency and temporary medical needs of all students.

## STUDENT SUPPORT CENTER

Kelly E. Wilson, Director

*Hearnes Hall 114, 417.625.9324*

**Staff:** Holley Goodnight, Erik Hilgendorf, Amy Ryder,  
Dalenette Voight-Catlin

The primary goal of the Student Support Center is to promote the student's academic and personal development. Services are provided for individuals with educational, academic, personal, and social concerns. Experienced professional staff members provide individual counseling for academic, career, and short-term personal concerns as well as offer a variety of tests, inventories, and referral services. Such services are considered confidential.

**Academic Advisement**

Students who have not declared an academic major area of study will be assigned an adviser from the staff in the Student Support Center. At the beginning of each semester, undeclared majors need to make an appointment with their adviser in the Student Support Center to discuss their academic plans. Later in the semester a second appointment needs to be made to enroll for the next semester. The responsibility for satisfying all requirements rests with the student. Advisers, faculty, and administration assist in meeting this responsibility.

**Career Counseling**

Students who are uncertain of their major are encouraged to make an appointment with a counselor to identify, understand and explore academic/career related concerns. Interest and personality inventories are available as well as a career library to assist in the career decision-making process. Career and Life Planning classes for undecided students are offered during the second half of each semester.

FOCUS, a computer based career information systems, is available and designed to assist students in clarifying values, assessing competencies and interests, making decisions, securing information on occupations, educational opportunities, and selecting appropriate career development strategies.

**Personal Counseling**

Confidential, personal counseling is available to students who may be struggling with relationship issues, stress, depression, adjustment issues, grief, trauma or problems with eating disorders or drug or alcohol abuse. Contact the Student Support Center in person or by phone to set up an appointment. Referrals to additional resources may be given as appropriate.

**Testing Services**

Missouri Southern is a national testing center for the following examinations:

1. ACT (Placement test for college entrance)
2. Praxis Series (National Teachers Exam)
3. DHAT (Dental Hygiene Aptitude Test)
4. GED (General Education Development high school equivalency test)
5. MAT (Miller's Analogy Test for graduate school)
6. CLEP (College Level Examinations Program)
7. Michigan Test (English Language Proficiency)
8. LSAT (Placement test for law school)
9. MCAT (Placement test for medical school)

The CLEP (College Level Examination Program) is administered by appointment. The student must contact the Student Support Center to register prior to the testing time/day. This program is designed to allow students to receive, upon attaining a passing grade, proficiency credit for core requirements.



In order to receive credit for a CLEP examination, a student must have the following qualifications:

- (a) not have taken an examination over the course within the preceding six months;
- (b) not have credit in a more advanced course in the same field;
- (c) be working toward a degree at Missouri Southern State University;
- (d) not use the examination to replace a previously earned grade.

The Student Support Center also provides proctors and a testing room for students taking correspondence courses from other accredited institutions. Appointments must be made prior to taking the test. A fee will be charged for each test administered.

All students whose native language is not English, who wish to transfer with 24 hours or more and do not have a minimum TOEFL score of 535, or a minimum TOEFL computer score of 200, may take, by appointment, the Michigan College English Test (MELICET). A passing grade on the Michigan Test is 80. If proficiency on the Michigan Test is not achieved, the applicant must wait 60 days to retake the test. There is a fee for this test and a passport or green card is required for identification.

The Student Support Center also provides the GED (General Education Development) High School Equivalency Test as a service to the people of Southwest Missouri who were unable to complete their high school education. The person making an acceptable score on the GED test will receive a high school equivalency certificate from the Missouri State Department of Education. Applications for GED testing are available from the Student Support Center.

### **Non-Traditional Student Program**

Students who have been out of school for several years often have unique concerns about returning to college. Workshops to ease the transition to college are offered periodically and a non-traditional club—OWLS (Older Wiser Learners) meets weekly for support. Non-Traditional orientation classes are offered every semester to help with the adjustments to college

and reacquaint the learner with study skills and time management issues.

**FRESH START** for non-traditional students is a specially designed full-day required enrollment program. It is for first time freshman students who graduated from high school two or more years ago and for those who possess a GED. These students have experiences that are often different from those of recent high school graduates, and profit from enrolling as a group.

### **Other Services**

**Outreach:** Special programs and workshops designed to define and/or to prevent problems and to improve the quality of college life are presented. These offerings provide information, techniques, and skills relevant to specific topics of interest such as: stress management, test anxiety, self-esteem, and building successful relationships.

**Emergency:** Crisis intervention is provided to deal with situations requiring immediate attention. After hours call MSSU's Department of Public Safety at 417-626-2222.

**Consultation and Referral:** The Center's staff is available, upon request, to provide consultation to the administration, faculty, staff, and students. The staff also will facilitate referrals to outside agencies and to licensed professionals as needed.

## **NEW STUDENT PROGRAMS**

### **Freshman Orientation**

Amy Ryder, Freshman Orientation Coordinator  
Hearnes Hall 114A, 417.625.9324

To assist all new students in the transition to university life, Southern has designed an orientation course to help them become acquainted with university services, facilities, and policies as well as to introduce helpful social and academic survival skills.

This eight-week course is offered in the spring and fall semesters. Special orientation courses are designed for transfer, honors, athlete, and non-traditional students. Time management, study skills, social issues, and the assignment of an academic adviser are among the major objectives covered in this course. The program operates in small group settings and is facilitated by peer leaders who have successfully completed a Leadership Training program. Distance Learning students can take the class via a blended Video/Internet or CD/Internet option.

### **Fresh Start**

Holley Goodnight, Coordinator of New Student Programs  
Hearnes Hall 115B, 417.625.9324

Fresh Start is a one-day orientation, testing, and enrollment program that is required for all incoming freshmen. During

## 22 / Students Services

Fresh Start, students will have an opportunity to:

- take the Writing Placement Exam (determines placement in English Composition)
- learn more about majors and programs offered at Southern
- meet and talk with current and other incoming students
- learn more about campus services and policies (security, parking, health services, activities, residence halls, etc.)
- enroll in fall classes

Family and guests are invited to participate in the Family Program. The Family Program runs concurrently with the student program and is designed to address specific issues related to sending a student to college.

Invitations to Fresh Start are mailed in December for spring enrollment and through May and June for fall enrollment. To be invited to Fresh Start, a student must be accepted to the University through the Admissions Office.

### NCAA Champs Life Skills Program

The mission of the NCAA is to maintain intercollegiate athletes as an integral part of the campus educational program and the athlete as an integral part of the student body. With this in mind, the CHAMPS Life Skills program was created to support the student development initiatives of its member institutions and to enhance the quality of the student-athlete experience within the university setting.

### CHAMPS Life Skills Program Commitment Statements

#### Commitment to Academic Excellence

To support the academic progress of the student athlete toward intellectual development and graduation.

#### Commitment to Athletic Excellence

To build philosophical foundations for the development of athletic programs that are broad-based, equitable, and dedicated to the well-being of the student athlete.

#### Commitment to Personal Development

To support the development of a well-balanced lifestyle for student athletes, encouraging emotional well-being, personal growth, and decision making skills.

#### Commitment to Career Development

To encourage the student athlete to develop and pursue career and life goals.

#### Commitment to Service

To engage the student athlete in service to his/her campus and surrounding communities.

## PROJECT STAY

Susan Craig, Director  
North Guest House, 417.625.9830

**Staff:** Patrick Strubert, Star Sweet

Project STAY is a federally funded Student Support Services grant program designed to provide services to MSSU students to help them graduate. Services provided by the Project include: academic advising, priority enrollment (for freshmen

and sophomores), career and personal counseling, tutoring, laptop and TI-86 calculator loan program, assistance with applying to graduate school, and travel to area cultural sites. The Project serves 160 students. To qualify, students must be either first-generation college students (neither parent has a bachelor's degree), meet an income guideline, or be a student with a disability. To get more information or pick up an application, call the Project STAY office at 417.625.9830 or visit [www.mssu.edu/projectstay](http://www.mssu.edu/projectstay).

## UPWARD BOUND

Kathy Feith, Director  
South Guest House, 417.625.9830

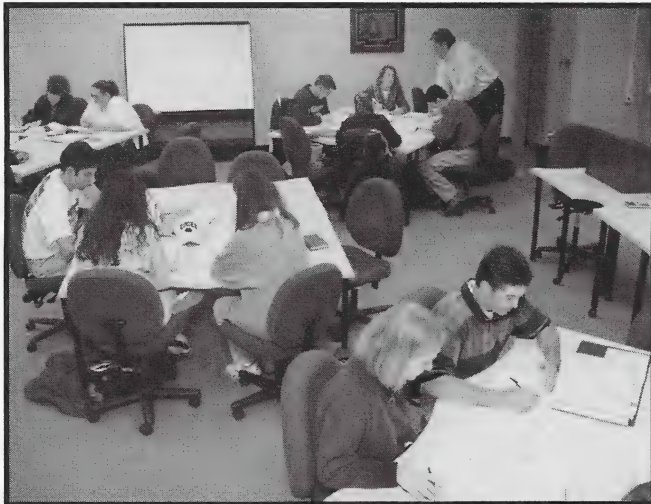
**Staff:** Kim Smith

Upward Bound is a federally funded program designed to help students gain the skills necessary to persist through high school and on to post-secondary education. Some of the services provided by Upward Bound include a six-week summer College Simulation Experience, monthly Saturday "Focus On" meetings, academic tutoring for current classes, opportunities to shadow student and professional mentors, and field trips to area college campuses and cultural sites. The services provided by Upward Bound are free to students and parents/guardians. For more information, please contact the Upward Bound office at 417.625.9830, or visit [www.mssu.edu/upwardbound/home.html](http://www.mssu.edu/upwardbound/home.html).

## DISABILITY SERVICES

Melissa Locher, Coordinator for Disability Services  
Learning Center, 417.625.9373

Missouri Southern State University strives to assure that no qualified person with a disability shall, solely by reason of the disability, be denied access to, participation in, or the benefits of any program or activity operated by Missouri Southern. Reasonable accommodations are provided to ensure equally effective access to the University. Access can mean many different things. On one level, we are a "young" campus, our buildings are all accessible. Each building is equipped with automatic door openers, elevators, and accessible facilities. Access also applies to what happens in the classroom. Our instructors are committed to a meaningful learning environment for all students. Qualified students with documentation may access services such as note takers, books on tape, testing outside the classroom, sign language interpreters, enlarged materials, extra tutoring, etc. Access also means use of adapted and modified equipment. The University owns many different pieces of specialized equipment and software. A student's individual needs are taken into consideration and specialized technology can be acquired based on the student's needs and documentation.



A student seeking accommodation must make his or her request to the Coordinator for Disability Services. Preferably, the student will make this request in person. If it is not feasible for the student to meet in person, the request for accommodation can be made in writing or via electronic mail. Requests for accommodation made to University personnel other than the Coordinator for Disability Services is not an official request for accommodation.

The request for accommodations should be made far enough in advance to allow for adequate time to respond to the request. The time required to put accommodations into place will vary with the type of accommodation. For example, arranging to take a test in the Learning Center requires 48 hours notice. Requesting a sign language interpreter should be done at least three months prior to the start of classes to insure the availability of an interpreter. The specific time allowances and how to request different accommodations can be found in the Disability Services Policies and Procedures, Procedure 6.00, available from the Coordinator for Disability Services.

All students are asked to provide documentation when requesting accommodations for two reasons. First, to establish that the individual is a person with a disability and, second, to determine appropriate accommodations. The documentation must establish that the person has a substantial limitation in a major life activity and is therefore an individual with a disability. Documentation may be required from more than one professional source in order to clearly identify the need for accommodations for individuals with multiple disabilities.

All documentation, regardless of source, should contain the following six essential features:

1. A diagnostic statement identifying the disability, date of the current diagnostic evaluation, and the date of the original diagnosis.
2. A description of the diagnostic criteria or diagnostic tests used.
3. A description of how the disability effects one of the major life activities and the current functional impact of the disability.
4. Treatments, medications, assistive devices/services currently prescribed or in use.
5. A description of the expected progression or stability of the impact of the disability over time should be included.

6. Information describing the certification, licensure, and or the professional training of individuals conducting the evaluation.

The age of the documentation will vary dependant on the type and nature of the disability. This variance occurs because some disability-related needs are static while others change rapidly. Detailed guidelines for documentation for each area of disability are available from the Coordinator for Disability Services.

The Coordinator for Disability Services shall make appropriate determination of reasonable accommodations for students based on appropriate documentation provided by the student. The authority to make such decisions on behalf of the institution has been assigned by the Vice President for Academic Affairs for academic program issues and by the Vice President for Business Affairs for non-academic program issues.

Once appropriate documentation has been supplied to the Coordinator for Disability Services and the determination has been made that the documentation supports the need for accommodation, the student and Coordinator for Disability Services will draw up an *Accommodation Plan*. The *Accommodation Plan* will remain in effect until either (1) the plan's date of expiration passes or (2) the student requests an accommodation not previously listed on the plan. In the event of the second, the *Accommodation Plan* will be adjusted in accordance with the student's documentation supporting the request.

The student is responsible for notifying faculty of any accommodations that he or she may be accessing in relationship to the faculty member's class. The student will be given a memo from the Coordinator for Disability Services detailing the authorized accommodations.

If the accommodations listed in the *Accommodation Plan* are not provided or are not effective in providing equal access, the student or faculty member should follow the procedures for filing a grievance listed in Policy and Procedure 9.00. All other issues (i.e. housing, sporting events, facility access, etc.) should follow the grievance procedures outlined in Procedure 9.02. The Grievance Procedures are available from the Coordinator for Disability Services, the Dean of Students, or the Vice President for Academic Affairs.

Missouri Southern State University may consider a course substitution and/or waiver as a reasonable accommodation when it is shown that a student's disability severely impacts his or her ability to complete a required course(s) for a degree program. The student should see the Coordinator for Disability Services to initiate this process.

## STUDENT ACTIVITIES

Julie Blackford, Director of Student Activities  
Billingsly Student Center 222, 417.625.9320

The Director of Student Activities works closely with other Student Services personnel and the Campus Activities Board in providing a variety of services for students at Missouri Southern.

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### Billingsly Student Center

*Billingsly Student Center 222, 417.625.9346*

The Billingsly Student Center (BSC) is centrally located to provide convenient access to student services and facilities. The Student Center Office oversees reservations of the buildings, meeting rooms, lounges, ballrooms, and equipment for departmental, student organizational, and off-campus meetings and events held in the Student Center. The Student Center Office must be contacted for approval of all forms of advertising on campus bulletin boards. BSC is home to the University Bookstore, the students' source of rental and purchase textbooks, classroom materials, campus clothing, and gift shop. The BSC Ticket Office, in room 112, handles ticket sales for both on-campus and off-campus activities and entertainment. The Lion's Den Food Court, serving breakfast and lunch, offers a variety of foods and beverages for every appetite. There is a large study lounge, convenience store, separate TV lounge, vending area, and a games area with four billiards tables, ping-pong, and video games.

### Student Activities Office

*Billingsly Student Center 222, 417.625.9320*

Campus activities are scheduled in the Student Activities Office. The office also oversees the 90+ recognized student organizations, assists students in organizing or re-instituting student organizations, organizes and supervises Homecoming, and produces and promotes various special events.

### Campus Activities Board (CAB)

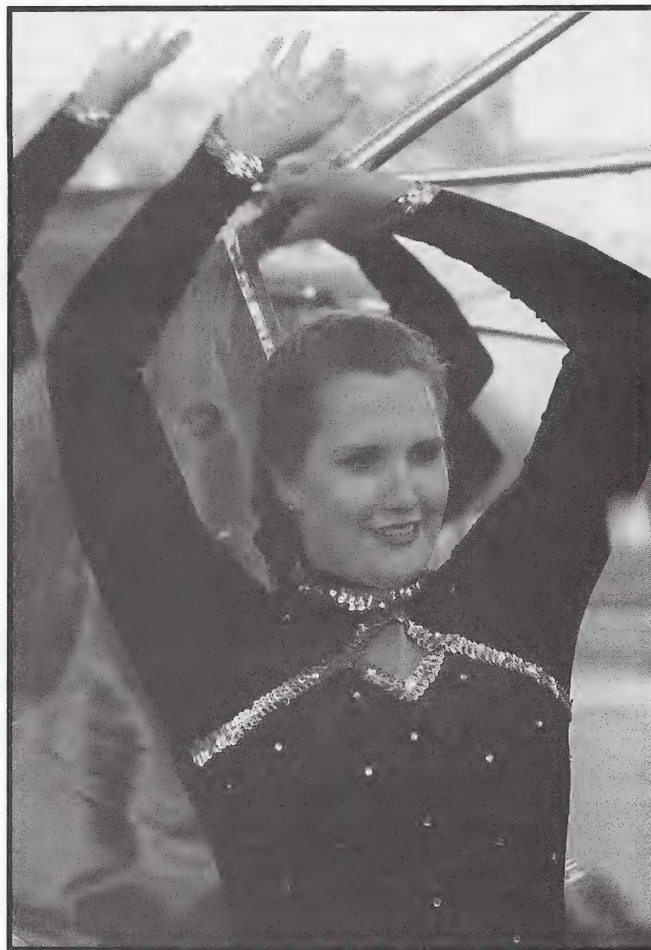
*Billingsly Student Center 222, 417.625.9669*

The Campus Activities Board, a student organization supported by student activity fees, has the responsibility for programming social, educational, and recreational activities for the entire college community. Students may volunteer to serve on CAB committees that assists in planning concerts, family events, novelty events, lectures, special events, and public relations. Interested students are encouraged to attend the weekly meetings or stop by the Student Activities Office on the second level of Billingsly Student Center.

### Student Senate

*Billingsly Student Center 211, 417.625.9751*

The Student Senate serves as the governing body for students and acts as a liaison between the faculty and the student body. The responsibility for student government rests not only with the student officers, boards, and committees but also with each member of the student body. The Student Senate is made up of nine senators from each class, who are elected in the fall, and the executive officers, who are elected in the spring. The Student Senate is funded from student activity fees. Students wishing to speak with a Senate representative may do so via the Student Services Office on the second floor of the Student Center.



## CAMPUS RECREATION & WELLNESS

Darren Fullerton, Director

*BSC-211, 417.625.9392*

Cindy Webb, Fitness Coordinator

*SLC-113, 417.625.9878*

The Campus Recreation & Wellness Department is comprised of six program areas under the Division of Student Services. The purpose of the Campus Recreation Program is to provide a wide variety of fitness, wellness, recreational, outdoor, and sport related activities to the college community. The Campus Recreation Program offers activities for students, faculty, staff, and their families. The Campus Recreation Program also offers activities on various days and times in an attempt to meet the needs of traditional and non-traditional students. The Campus Recreation Program conducts programming in the following areas: Intramural Sports, Wellness/Fitness, Aquatics, Outdoor Adventures, Open Recreation, and Special Events.

## **CAREER SERVICES**

Patricia Hurley, Director  
*Billingsly Student Center 207, 417.625.9343*

Staff: Lynsey Schwabrow

Career Services assists students and alumni in the development of employability skills necessary to conduct a successful job search and in the location of full-time employment. Seniors and alumni can take advantage of on-campus interviews with representatives from business, industry, government, and educational institutions. Students are encouraged to visit the Office of Career Services and/or register with the Southern Job Network (*an on-line resume database system*) at [www.mssu.edu/career](http://www.mssu.edu/career) to take advantage of on-campus interviews, job listings, Career Development Day, Spring Job Expo, Education Job Fair, career success workshops, mock interviews, career advising, and assistance in preparing resumes, as well as many periodical and computer resources available in the career library.

## **RESIDENCE HALLS**

Deb Gipson, Director of Housing  
*Student Life Center, 417.659.4460*  
*Billingsly Student Center 211, 417.625.9522*

Staff: Josh Doak, Carla Fairbanks, Adam Griffin

The Missouri Southern on-campus residence requirement is as follows: "All freshmen under the age of 21 are required to live in the Missouri Southern residence halls to the extent space is available, unless they are married, live with their parents, or are excused by the Director of Housing."

The University provides air conditioned residence hall accommodations and meals for approximately 700 full-time students. Concerned with the total needs of the students, the University maintains a safe and comfortable place to live and an adequate physical environment as well as opportunities for learning. The atmosphere in the residence halls contributes significantly to the students' personal growth and maturity.

The residence halls are staffed by three full-time professional resident directors and 22 paraprofessional staff assistants. The programming body for resident students is the Residence Hall Association (RHA) which provides educational, social, and athletic programs. Some RHA committees serve as a liaison between resident students and the University administration.

Residence hall rooms are fully furnished except for linens and personal items. Cable TV, local telephone service with voice mail, individual long distance access, and computer access are available.

To reserve a room in a University residence hall, a prospective student should request an Application Contract for Room and Board Accommodations from the Missouri Southern Residence Life Office. The completed Application Contract

should be returned to this office with a \$150 security deposit. The deposit is retained by the University as long as the student is in residence and refunded upon termination of the contract if all terms of the contract are fulfilled.

This contract, which is a combined contract for room and meals, is effective for the entire academic year (fall and spring semesters) or for the remaining portion of the academic year if entered into after the beginning of the fall semester. Detailed terms will be found on the contract form.

The University is not responsible for the loss of or damage to any personal property of students.

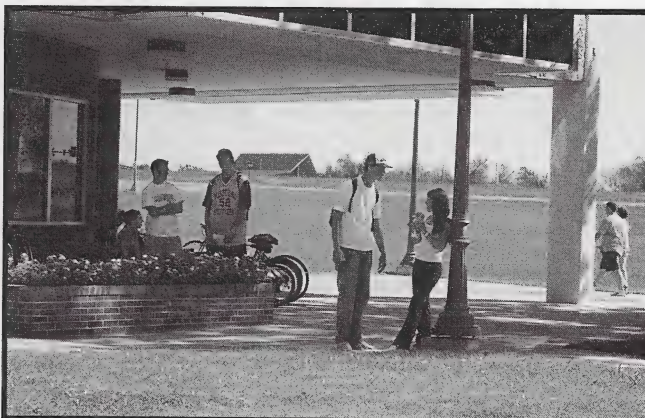
For detailed rules and regulations governing residence hall living at Missouri Southern, contact the Residence Life Office, Room 211, Billingsly Student Center.

## **STUDENT LIFE CENTER**

Deb Gipson, Director of Housing  
*Student Life Center 102, 417.659.4460*

The Dianne Mayes Student Life Center, opened in the fall of 1996, is a state-of-the-art facility focused on providing avenues for the social, recreational, and physical development of Missouri Southern students. Located directly behind McCormick and Blaine Halls in the residence hall complex, the center has extended hours to better serve all students, both commuter and resident, plus faculty and staff.

The University Dining Hall is located on the 2nd floor and operates on funds received from board payments from residence hall students and cash sales for individual meals. Other facilities, located on the 1st floor, include a large television lounge equipped with surround sound, a video game arcade, an aerobics room complete with setup for step aerobic and dance classes, a workout area supplied with a variety of cardiovascular and strength equipment, computer lab, laundry room, as well as table tennis, billiards, air hockey, game tables, and a study area. The Mayes Student Life Center also serves as the location of a centralized information outlet, as well as a mailroom providing service to all resident students.



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For more information regarding the center's hours of operation, programs, and policies governing the use of the facility, contact the Student Life Center Office, Room 102, Mayes Student Life Center.

### FOOD/DINING SERVICES

Ron Cooksey, Director of Dining Services  
Billingsly Student Center 206, 417.625.9546

Food service is bid by the University and handled by a professional food service company (Sodexo). The dining hall operates on funds received from board payments and cash sales of individual meals.

All residence hall students must contract for board. Board contract includes a choice of three meal plans. Individual meals feature salad bar and unlimited servings, including entrees.

Commuter students interested in taking some or all of their meals at the University Dining Hall may purchase meal tickets in the Business Office. Also, Lionbucks are available in the Dining Service Office.

The Lion's Den food court, located on the 2nd floor of Billingsly Student Center, offers a variety of food options for students.

University dining service also features a gourmet coffee shop, University Java, located on the lower level of the Spiva Library.

### STUDENT HEALTH SERVICES

Jan Diple FNPC, Director of Health Services  
Kuhn Hall 306, 417.625.9323

The Student Health Center is staffed with a full-time family nurse practitioner, a part-time women's health nurse practitioner, and a physician who is available for daily consultation. Appointments to see the nurse practitioner Monday through Friday from 8 a.m. to 4 p.m. can be made by contacting the Student Health Center. All currently enrolled students are eligible for treatment at the Center. Some of the services offered are: first aid and injury care, allergy injections, TB skin testing, flu shots (in season), and screening for certain illnesses. Most services are free; however, students are expected to pay for laboratory, x-ray, work/school physicals, emergency room, hospital services, gynecological, STD, prescriptions, and ambulance service. The Health Center maintains files on current students, including medical history and immunization records. Recommendation and referral to community or campus resources are also part of student health services.

A voluntary accident and sickness insurance plan for students is available from the Student Services Office, Room 211, Billingsly Student Center.

### Communicable Diseases

Students must submit proof of immunization, including two doses of measles/rubella vaccine, to be kept on file in the Student Health Center. The state of Missouri requires all resident students to also receive the meningococcal vaccine (for meningitis). When a communicable disease comes to the attention of the University, whether student, faculty or staff member, the University's physician and nurse practitioner will assume responsibility for conducting a thorough review based upon the best medical and legal information available. Students who have not been properly immunized or who have not had these diseases may be banned from University property in the event of an outbreak on campus. Any actions taken will respect the confidentiality of the individual as well as the individual's welfare and that of the University community.

### Smoking and Tobacco Use Policy

The Board of Governors of Missouri Southern State University prohibits smoking and tobacco use of any kind. Tobacco products are not permitted in any campus buildings. Smoking and other tobacco usage is permitted only outside of buildings.

### INTERCOLLEGIATE ATHLETICS

Sallie Beard, Athletics Director  
Leggett & Platt Athletic Center 148-C, 417.625.9574  
Coach Robert Corn, Assistant Athletics Director  
Leggett & Platt Athletic Center 148-B, 417.625.9330

Missouri Southern recognizes that the welfare of the student-athlete is an integral part of a successful athletics program. We embrace the concept that the student-athlete is first and foremost a student who possesses the same individual rights, academic abilities, and personal interests as the general student body. A truly effective athletics program produces student-athletes who succeed in their academic work as well as in their chosen sports, and who, following graduation, are a tribute to themselves, the University, and their communities. It is incumbent upon the Athletics Department to work in harmony with the values outlined in the Mission Statement of Missouri Southern.

The purpose of the Missouri Southern Athletics Department is to empower student-athletes with the confidence and ability to succeed. The Athletics Department feels its most important responsibility is to assist its student-athletes in reaching their highest potential as they strive for excellence academically, athletically, and socially within a diverse and challenging society.

The Athletic Department also serves as a means of gaining public attention for the University. While this public attention, as well as the entertainment aspects of intercollegiate sports must be recognized, they are secondary in importance to the role of athletics in the total educational program.

The University is a member of the Mid-America Intercollegiate Athletics Association and the National Collegiate Athletic Association Division II. University teams compete on the intercollegiate level in baseball, basketball, cross country, football, golf, soccer, softball, tennis, track & field, and volleyball.

## STUDENT POLICIES

### Student Conduct

In order to provide the best possible environment for personal and intellectual growth, the University has established regulations to guide student conduct. A summary of these rules and regulations is found in the Student Handbook which may be obtained from the Student Services Office, Room 211, Billingsly Student Center.

### Drug and Alcohol Prevention Program

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, Missouri Southern State University has established a drug and alcohol prevention program for its students. The University's program is described below.

**Substance Abuse Policy:** Students are prohibited from using alcoholic beverages and illegal drugs on University-owned or controlled property and at University-sponsored or supervised activities. Irresponsible alcohol or other drug use off campus resulting in disorderly conduct on campus also is not acceptable. Any student of Missouri Southern State University found to have manufactured, dispensed, possessed, or used a controlled substance in violation of the Substance Abuse Policy of this University will be subject to discipline in accordance with University policy and reported to local, state, or federal law enforcement authorities for criminal prosecution. Criminal prosecution for these acts could lead to a conviction and such a conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary, or both.

**Health Risks:** Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks:

**Alcohol and other depressants (barbiturates, sedatives, and tranquilizers):** addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.

**Marijuana:** addiction, panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability.

**Cocaine:** addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.

**Hallucinogens (acid, LSD, PCP, MDMA, etc.):** unpredictable behavior, emotional instability, violent behavior, organic brain damage in heavy users, convulsions, coma.

**Narcotics (heroin, Demeral, morphine, Codeine, etc.):** addiction, accidental overdose, risk of hepatitis and AIDS from contaminated needles.

**Inhalants (gas, aerosols, glue, nitrites, etc.):** loss of consciousness, suffocation, damage to brain and central nervous system, sudden death, nausea and vomiting, nosebleeds, impaired judgment.

**Methamphetamines:** addiction, irritability, sleeplessness, nervousness, sudden weight loss, pungent body odor, protrusion of eyes.

**Resources:** A variety of resources exist for drug or alcohol counseling, treatment, or rehabilitation programs. A few are listed inside the front of the *Student Handbook*. For more detailed information concerning these resources and others available from the University and/or community agencies, students may contact the Student Support Center (417.625.9595) or the Student Services Office (417.625.9392). Such referrals will respect individual confidentiality.

A main objective of the drug and alcohol prevention program is to encourage healthy attitudes and behaviors on the part of all students and responsible decisions about alcohol/drug use. Another objective is to provide students in certain high risk groups (freshmen, Greeks, athletes, residence hall students, etc.) with specific and up-to-date information regarding the long-and-short-term effects of alcohol/drug use. A final objective is to provide students with the necessary skills to help them carry out the decisions they have made in regard to their use or nonuse of alcohol/drugs and how to effectively handle certain "high pressure" situations.

To meet the above objectives, information and assistance is provided to students in several ways. First, alcohol and drug films are shown and programs conducted in all orientation classes, which are required for all new students. Additional alcohol and drug information is presented in other academic classes, including Kine 103, Lifetime Wellness. Pamphlets about alcohol and drug use are distributed each semester. Special alcohol and drug training is provided annually for residence hall staff and orientation leaders.

The athletic department provides a program for varsity athletes. Special alcohol and drug programs are presented throughout the year. Active drug testing is done. A committee of counselors, teachers, and clergy are available to assist varsity athletes.

The Student Services Office, Student Support Center, Campus Activities Board and the Residence Hall Association provide alcohol and drug programs throughout the year for all students.

### Equal Opportunity

In accordance with federal law and applicable Missouri statutes, it is the University's policy not to discriminate in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its educational programs and activities on the basis of age, gender, color, race, religion, disability, veteran's status, national origin, ancestry, or any other protected characteristic as established by law.

### Anti-Harassment Policy

Missouri Southern State University is committed to fostering a working and learning environment where all individuals are treated with respect and dignity. It is, and continues to be, University policy that harassment of employees, applicants, or students in unacceptable conduct will not be tolerated.

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Harassment is written, verbal, or physical conduct that degrades or shows hostility or aversion toward an individual because of his/her race, color, ancestry, religion, gender, age, national origin, or disability that (i) has the purpose or effect of creating an intimidating, hostile, or offensive work or learning environment; (ii) has the purpose or effect of unreasonably interfering with an individual's work or academic performance; or (iii) otherwise adversely affects an individual's employment or academic opportunities.

Harassment could also be sexual in nature. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when any one of the following occurs: (i) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education; or (ii) submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creates an intimidating, hostile, or offensive working or learning environment.

Any employee, student, or applicant for employment or admission who feels that he or she has experienced or observed harassment by an employee of the University should report such incidents to his or her supervisor, or to the Director of Human Resources without fear of intimidation or reprisal. Harassment complaints against students should be reported to the Dean of Students.

The University will promptly investigate all allegations of harassment in as confidential a manner as possible. The University will also take appropriate action to ensure that neither inappropriate language, nor conduct, nor sexual harassment persists.

### DEPARTMENT OF PUBLIC SAFETY

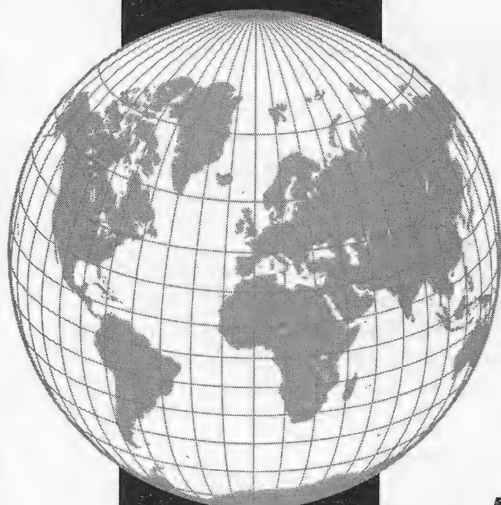
Ken Kennedy, Director  
626-2222

1. All campus crimes should be reported immediately to Department of Public Safety (DPS). Campus officers are available on campus 24 hours of every day. The number to call for on-campus personnel is extension 2222. If calling from a cell phone or off campus, the number is 626-2222. During the weekdays, while classes are in session, the office hours are 7:30 a.m.-9:30 p.m. (Fridays from 7:30 a.m.-4:30 p.m.) After hours, weekends, and holidays, the direct number is 437-0390; however, 626-2222 will roll over to that number. A Public Safety Officer will respond to all calls for assistance on campus.

2. All academic buildings are locked each evening and during the weekends. DPS officers provide preventative patrols on campus and check the security of all buildings. In addition, officers provide numerous services to students and faculty/staff and enforce parking and other violations of campus rules. All residence halls, except Blaine Hall, are locked at midnight, Sunday-Thursday, and at 2 a.m. on Friday and Saturday. Individual keys are issued to each resident student. One of the DPS Officers is on duty in the residence hall area from 11 p.m. to 7 a.m. each day.
3. The DPS personnel are not commissioned law enforcement officers. However, each officer has completed the 600-hour police academy necessary to meet POST requirements for state certification as a police officer. There is an excellent working relationship between the department and the city and county law enforcement agencies. The DPS officers report all felonies and other specific crimes represented on the uniform crime report to the Joplin Police Department, in addition to an annual Jeanne Clery Campus Security Act report.
4. DPS policies and procedures are published in the Student Handbook, which is distributed to all freshman students. Each semester during freshman orientation, security officers provide information regarding safety tips, date rape, services provided, substance abuse, and enforcement procedures. Each student is responsible for becoming aware of the parking and traffic regulations booklet provided to all freshmen. It is necessary for DPS officers to enforce these regulations to ensure the safety of all students, visitors, and faculty/staff members on campus.
5. Crime prevention programs are presented each semester by the Campus Activities Board, Student Services, and Residence Hall Association. Pamphlets regarding crime prevention are distributed to all resident students and are made available to all students in the Student Center.
6. MSSU does not recognize off-campus student organizations.
7. Crime statistics are available in the DPS Office, as well as on the Internet at [www.mssu.edu](http://www.mssu.edu).

### Student Identification Cards

The student identification card is produced by the University and issued to all students as a means of personal identification. The University reserves the right to request a student to produce the I.D. card at any time deemed necessary. The student I.D. is a service to students currently enrolled who wish to use University facilities and services. The first student I.D. costs \$2.00; replacement cost for lost cards is \$5.00. Student I.D. cards may be obtained at the Department of Public Safety Office.



# ***Academic Affairs***

**Academic Standards**

**Degree Requirements**

**Grades & Grading Policies**

**General Regulations**

**Credit Options**

**Family Educational Rights & Privacy Act**

**Honors Program**

**Enrollment Services**

**Financial Aid**

**Assessment & Institutional Research**

**George A. Spiva Library**

**Learning Center**

**Lifelong Learning**

**Writing Program**

# ACADEMIC AFFAIRS

## Vice President for Academic Affairs

Richard J. McCallum

Hearnes Hall 200, 417.625.9394

**Staff:** John P. Messick, Dean, School of Arts and Sciences; Brad A. Kleindl, Dean, School of Business Administration; Michael J. Horvath, Dean, School of Education; Tia M. Strait, Dean, School of Technology; Betsy Q. Griffin, Assistant Vice President; Sandi L. Gieson, Registrar; Delores A. Honey, Assistant Vice President for Assessment and Institutional Research; Eillen A. Godsey, Director of Learning Center; Patricia P. Kluthe, Director of Honors Program; Jeffrey E. Martinek, Assistant Director of Honors Program; Derek S. Skaggs, Director of Enrollment Services; Kelly E. Wilson, Director of Student Support Center; Patricia A. Hurley, Director of Career Services; Wendy L. McGrane, Library Director; Chad Stebbins, Director of Institute of International Studies; Jim Gilbert, Director of Financial Aid

The Office of the Vice President for Academic Affairs is responsible for the administration of the instructional programs both on and off campus. The Learning Center, the Honors Program, the Writing Program, the Assessment and Institutional Research Office, the Library, Enrollment Services Office (Registrar's Office, Admissions Office, and Financial Aid), Student Support Center, Career Services, the Institute of International Studies and all academic units are under its direction.

## ACADEMIC STANDARDS

### Good Standing and Eligibility

Students enrolled at Missouri Southern are in good academic standing when they meet the standards of progress toward graduation as described below. Those falling below the prescribed norm will be placed on academic probation. Persons failing to achieve normal progress toward graduation during the probationary period are subject to academic suspension. Students receiving financial aid must meet the good standing criteria described below.

Those students competing in intercollegiate athletics or in organizations representing the University off campus shall be required to satisfy minimum standards of progress, as indicated below, following the completion of the first academic year in order to maintain future eligibility in these programs.

### Standards of Progress Toward Graduation\*

A student's cumulative grade point average (GPA) is used to evaluate progress. If the grade point average falls below the minimum standards of progress, the work is considered unsatisfactory.

Progress toward a degree is computed on the following grade point averages:

#### A. For Associate Degree

Hours Attempted	Grade Point Average
1-22 semester hours	1.6
23-33 semester hours	1.7
34-44 semester hours	1.8
45-55 semester hours	1.9
56 & Above	2.0

#### B. For Baccalaureate Degree

Hours Attempted	Grade Point Average
1-22 semester hours	1.5
23-44 semester hours	1.6
45-66 semester hours	1.7
67-88 semester hours	1.8
89-110 semester hours	1.9
111 & Above	2.0

\*Students who receive financial aid must comply with federal standards. The above may not reflect those standards.

### Academic Probation, Suspension and Reinstatement

Each student should consider a grade point average of less than 2.0 as a warning. Those falling below the standards of progress toward graduation will be placed on academic probation. If the grade point average is not raised to the minimum standard of progress during the probationary semester, the student is subject to immediate academic suspension from the University.

A student receiving academic suspension may not enroll at Missouri Southern for one semester. Re-entry may be denied by the Vice President for Academic Affairs, if the student cannot present evidence that indicates a high probability of academic success.

### Academic Bankruptcy

A student may petition the Academic Bankruptcy Committee to request one semester of academic work be disregarded in computing the academic record. To be eligible for petitioning, a student must be currently enrolled, in good standing, and must document the unusual conditions which justify the petition. The petition is initiated in the Registrar's Office.

Academic Bankruptcy can never be used as a means of obtaining academic honors or athletic eligibility. Academic Bankruptcy will not remove grades from the student's permanent record. It merely allows one semester of recorded work to be eliminated in computing the student's scholastic average. Academic Bankruptcy cannot be applied to transfer courses.

## **Repetition of Courses**

Students may repeat courses in which grades "F, D, C, or B" have been earned. When a course is repeated, the first grade will not be removed from the record, but the latest grade will be used when computing grade point averages.

## **Honor Roll**

An Honors or Deans' List, issued at the end of each semester, contains the names of full-time undergraduate students who have a 3.75 grade point average or higher with no incomplete grade or a grade below "C."

## **Graduation Honors**

In recognition of superior scholarships, the University awards honors to associate degree and baccalaureate degree graduates. Honors listed below are not earned until courses are completed, graded, and posted on the student's permanent record.

**Associate Degree** — The student must have completed a minimum one half of the hours required for the degree in residence at Missouri Southern State University. The cumulative grade point average required to receive:

First Honors . . . . .	3.90-4.00
Second Honors . . . . .	3.80-3.89
Third Honors . . . . .	3.70-3.79

**Baccalaureate Degree** — Eligibility for any one of the following three honors requires the candidate to study all the junior and senior years at Missouri Southern and earn a minimum of 60 hours of credit:

Summa Cum Laude . . . . .	3.90-4.00
Magna Cum Laude . . . . .	3.80-3.89
Cum Laude . . . . .	3.70-3.79

## **Revised Standards for Veterans**

### **Educational Benefits**

The Revised Standards for Veterans Educational Benefits as adopted by the State Board of Education on February 17, 1977, are available in the Veterans Services Office. Each Veteran should see the Veterans Representative regarding these policies.

Any exceptions to the regulations above must receive written approval from the Vice President for Academic Affairs.

## **Special Policies for Financial Aid Recipients**

Special policies and regulations governing financial aid recipients are filed in the Financial Aid Office, the Business Office, and the Office of the Vice President for Student Services.

# **DEGREE REQUIREMENTS**

## **Catalog Time Limit**

A candidate for a degree may use, as a basis for degree requirements, the general catalog issued for any year following the date of the candidate's first registration at MSSU provided it is not more than six years prior to the date the degree is to be conferred. The candidate must have been in residence at MSSU during the year of the catalog selected.

**Transfer Student:** The MSSU catalog in effect at the time of the transfer student's initial enrollment in the sending institution (transfer school), will govern the transfer student's degree requirements. The catalog used may not be dated more than six years prior to the date the degree is to be conferred. The transfer student must have been enrolled in a previous school during the year of the catalog selected.

## **Developmental Courses**

Occasionally, scores obtained from the placement tests indicate a student may not be successful in college. The university reserves the right to require these students to take developmental courses in mathematics, composition, study skills or intensive English prior to participation in regular college level classes.

## **Course Numbers and Levels**

Course Numbers:

0 - 99	Not applicable toward the Baccalaureate Degree
100-199	Primarily for freshmen
200-299	Primarily for sophomores
300-399	Primarily for juniors
400-499	Primarily for seniors

Normally, courses numbered 100-299 are considered lower division level courses and those numbered 300-499 are upper division level courses. Freshmen are not allowed to take any course above the 200 level unless qualified by advanced placement tests.

Immediately following each course title is a letter abbreviation of the semester in which the course is usually offered. Students and faculty should use this as a guide in considering future enrollment. However, this should not be interpreted as a contract. Missouri Southern reserves the right to deviate from this commitment when enrollment or other factors dictate.

The student should check the catalog description of the course to see whether the second semester of a sequence course makes the first semester a prerequisite.

## **Baccalaureate Degree Requirements**

- A. Residence:** The following minimum requirements must be met in residence at Missouri Southern: (1) 30 of the last 36 hours counted toward the degree; (2) one-half of the courses both required for the major and in the major department. Courses required for the major but not offered in the major department are not included; (3) one-half of the upper division courses both required for the major and in the major department.
- B. Credit Hours:** At least **124 semester hours** of college credit applicable to a Baccalaureate Degree are required for graduation.
- C. Grade Point Average (GPA):** The following minimum GPAs are required for all Baccalaureate Degrees except the B.S.E.:
  1. a 2.0 GPA for all credit hours attempted;
  2. a 2.0 GPA for all the courses required for the major, both inside and outside the major department;
  3. a 2.0 GPA for all courses, required and elective, taken in the major department.

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The following minimum GPAs are required for the B.S.E.:

1. a 2.75 GPA for all credit hours attempted;
2. a 2.50 GPA for all the courses required for the major, both inside and outside the major department;
3. a 2.50 GPA for all courses, required and elective, taken in the major department;
4. a grade of "C" or better in professional education courses and courses required for elementary education, special education and early childhood.

**D. Upper Division Hours:** A minimum of 40 semester hours in upper division courses (those with numbers in the 300's and 400's) must be completed to meet the graduation requirements. Reasonable adjustments are made for three-one affiliation programs.

**E. Writing Intensive:** Five writing intensive courses are required of all Baccalaureate Degree candidates. The required courses are English 101 and English 102 or English 111. Two of the three remaining required courses must be upper division with one of the upper division courses being in the major. (Writing Intensive courses are identified in the "schedule of classes" by a "WI" placed at the end of the course number. Example: Psy 481 Senior Thesis WI.) Students transferring to Missouri Southern from another college will fulfill the Writing Intensive requirement as follows:

<i>Total hours at time of transfer to Missouri Southern:</i>	<i>Minimum Writing Intensive courses required:</i>
Fewer than 30 hours	Five courses as outlined above
30 to 89 hours	Four courses, including English as outlined above, with two additional upper division courses, one of which must be in the major
90 hours or more	Three courses, including English as outlined above, with one additional upper division course which must be in the major

**F. Foreign Language:** All students expecting to graduate with a Bachelor of Arts degree must successfully complete 12 hours of the same foreign language.

**G. Special Education:** All students expecting to graduate with a Bachelor of Science in Education degree must successfully complete two hours of Special Education (Educ 302).

**H. Computer Literacy:** All students will receive computer instruction to a level of understanding necessary for them to function as a member of society and to a level of skill sufficient to use the computer for problem solving within their discipline. Department heads will certify the competency of the students in their disciplines.

**I. Assessment:** All degree candidates are required to participate in University Assessment of Outcomes activities.

**J. Core Curriculum Requirements:** Missouri Southern has a Core Curriculum program that contributes toward the development of the whole person, as an individual and as a member of society. All degree candidates must satisfy the following Core Curriculum requirements:

### Baccalaureate Degree Core Requirements

	Credit Hours Required
<b>Area 1. Basic Requirements</b>	
A. <i>English Composition</i>	6
Freshman Year (Eng 101 and 102 OR achievement in the required competency level can be done in Eng 111 in 3 hours)	
B. <i>Communication</i>	3
Comm 100 Oral Communication	
C. <i>Mathematics (120 or above)**</i>	3
<b>Total for Area 1</b>	<b>12 Hours</b>
<b>Area 2. Humanities and Fine Arts</b>	
A. <i>Select One</i>	3
Art 110 Art Appreciation (3)	
Mus 110 Music Appreciation (3)	
Th 110 Theatre Appreciation (3)	
B. <i>Select One</i>	3
Eng 261, 262 World Literature (3)	
Eng 271, 272 British Literature (3)	
Eng 281, 282 American Literature (3)	
C. <i>Select One</i>	3
Eng 150 Introduction to Literature (3)	
Eng 305 Short Story (3)	
Eng 261, 262 World Literature (3)	
Eng 271, 272 British Literature (3)	
Eng 281, 282 American Literature (3)	
Phil 201 Introduction to Philosophy (3)	
Phil 212 Ethics (3)	
Art 110 Art Appreciation (3)	
Mus 110 Music Appreciation (3)	
Th 110 Theatre Appreciation (3)	
<b>Total for Area 2</b>	<b>9 Hours</b>
<b>Area 3. Natural Science and Behavioral Sciences</b>	
A. <i>Bio 101 General Biology**</i>	4
B. <i>Phy 100 Fundamentals of Physical Science**</i>	5
C. <i>Select one</i>	3
Psy 100 General Psychology (3)	
Soc 110 Sociology (3)	
<b>Total for Area 3</b>	<b>12 Hours</b>
<b>Area 4. American Cultural Studies</b>	
A. <i>Hist 110 U.S. History 1492-1877</i>	3
AND	
Hist 120 U.S. History 1877-Present	
OR	
Hist 320 U.S. History 1877-Present	3
B. <i>PSc 120 Gov't: U.S., State, Local</i>	3
<b>Total for Area 4</b>	<b>9 Hours</b>
	<b>42 Hours*</b>
<b>Area 5. MSSU Special Emphasis</b>	
A. <i>International Cultural Studies</i>	3
<i>Select One:</i>	
Anth 155 Physical Anthropology and Archeology (3)	

Anth 342	Comparative Cultures	(3)	
CJAd 301	International Justice Systems	(3)	
CJAd 370	International Terrorism	(3)	
Comm 305	Intercultural Communication	(3)	
Eng 385	Continental Novel	(3)	
Foreign Language		(3)	
Geog 211	Regions and Nations	(3)	
Geog 310	Human & Cultural Geog	(3)	
Hist 130 or 140	Western Civ	(3)	
Hist 150	Asian Civilizations	(3)	
IB 310	International Business	(3)	
IntS 201	Introduction to International Studies	(3)	
Phil 320	Comparative Religion	(3)	
Soc 303	The Arab World	(3)	
<b>B. Health and Wellness</b>			<b>3</b>
Kine 103	Lifetime Wellness**	(2)	
Kine 101	Physical Activity***	(1)	
<b>C. Economics</b>			<b>3</b>
Econ 180	American Economic System	(3)	

(Majors and minors in business should take Econ 201)

**Total for Area 5 9 Hours**

**Total Core Curriculum Requirements 51 Hours**

\*Areas 1 - 4 of the Core Curriculum constitute the 42 semester hour block that meets the State of Missouri General Education goals. This block should be considered equivalent to corresponding 42 semester hour blocks of credit at other public and signatory institutions in Missouri.

\*\*See degree requirements listed in the Catalog for courses that are substituted for specific majors.

\*\*\*A student with a documented disability who feels that he/she cannot fulfill this requirement should see Melissa Locher, Coordinator of Disability Services, at the Learning Center (417.625.9373).

## 298-398-498 Classes

Classes numbered 298, 398 or 498 may not be counted toward Core Curriculum credit.

## Major

All students will be required to declare their degree sought, their major, their status, and whether they will attend half-time or full-time. A major provides in-depth study of a discipline and prepares the student for a career or advanced study.

## Academic Minor

Selected departments have developed an academic minor that in conjunction with the MSSU baccalaureate major strengthens the student's career preparation. A minor requires at least 18 semester hours of prescribed courses. At least six semester hours must be upper division and at least nine semester hours must be in residence. The overall GPA requirement is 2.0.

## A Bachelor of General Studies (B.G.S.) Degree

The B.G.S. degree is a viable alternative for a few individuals who may wish thorough preparation for a career in a specific

field, which does not correspond to an existing major. To pursue this option the student should consult with an adviser regarding the degree.

## Associate Degree Requirements

### Associate of Arts Degree

- Residence:** The last 15 semester hours must be completed in residence at Missouri Southern.
- Credit Hours:** A minimum of 64 semester hours must be completed.
- Grade Point Average:** Minimum cumulative and major field grade point average must be 2.0.
- Major Field:** The student must meet the course requirements of the particular preprofessional program selected. Or, the degree may consist of the general education courses plus additional hours, totaling 64, as approved by the adviser.
- Core Curriculum Requirements:** The degree requires completion of the following Core Curriculum requirements:

	Credit Hours Required
<b>Area 1. Basic Requirements*</b>	
A. <i>English Compositions</i>	6
Freshman year (Eng 101 and Eng 102 OR achievement in the required competency level can be done in Eng 111 in 3 hours)	
B. <i>Communication</i>	3
Comm 100 Oral Communication**	
C. <i>Mathematics</i> (120 or above)**	3
<b>Total for Area 1</b>	<b>12 Hours</b>
<b>Area 2. Humanities and Fine Arts*</b>	
A. <i>Fine Arts Select One</i>	3
Art 110 Art Appreciation (3)	
Mus 110 Music Appreciation (3)	
Th 110 Theatre Appreciation (3)	
B. <i>Literature Survey Select One</i>	3
Eng 261, 262 World Literature (3)	
Eng 271, 272 English Literature (3)	
Eng 281, 282 American Literature (3)	
C. <i>Humanities Elective Select One</i>	3
Eng 150 Introduction to Literature (3)	
Eng 305 Short Story (3)	
Eng 261, 262 World Literature (3)	
Eng 271, 272 English Literature (3)	
Eng 281, 282 American Literature (3)	
Phil 201 Introduction to Philosophy (3)	
Phil 212 Ethics (3)	
Art 110 Art Appreciation (3)	
Mus 110 Music Appreciation (3)	
Th 110 Theatre Appreciation (3)	
<b>Total for Area 2</b>	<b>9 Hours</b>
<b>Area 3. Natural Sciences and Behavioral Sciences*</b>	
A. <i>Bio 101 General Biology**</i>	4
B. <i>Phys 100 Fundamentals of Physical Science**</i>	5
C. <i>Behavioral Sciences Select One</i>	3
Psy 100 General Psychology (3)	
Soc 110 Introduction to Sociology (3)	
<b>Total for Area 3</b>	<b>12 Hours</b>

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### Area 4. American Cultural Studies\*

A. <i>U.S. History</i>	6
Hist 110 U.S. History 1492-1877 (3)	
AND	
Hist 120 U.S. History 1877-Present (3)	
B. <i>Government</i>	3
Psc 120 Gov't: U.S., State, Local (3)	
<b>Total for Area 4</b>	<b>9 Hours</b>
<b>Total Core Curriculum Hours</b>	<b>42 Hours***</b>

\*Occasionally, selected courses may be substituted for this area.

\*\*See degree requirements listed in the Catalog for courses that are substituted for specific majors.

\*\*\*Areas 1-4 of the Core Curriculum constitute the 42 semester-hour block that meets the State of Missouri general education goals. This block should be considered equivalent to corresponding blocks of credit at other public and signatory institutions of Missouri.

### Associate of Science Degree

- Residence:** The last 15 semester hours must be completed in residence at Missouri Southern.
- Credit Hours:** A minimum of 64 hours must be completed.
- Grade Point Average:** The minimum cumulative and major field grade point average must be 2.0.
- Major Field:** The student must meet the course requirements in the particular program of study as approved by an adviser.
- Core Curriculum Requirements:** The degree requires completion of the Core Curriculum courses as well as those outlined in the student's major field of study. The Core Curriculum required courses are:

	Credit Hours Required
<b>Area 1. Basic Requirements*</b>	
A. <i>Eng 101 English Composition</i>	3
B. <i>Comm 100 Oral Communication**</i>	3
C. <i>Math 30 (or above)**</i>	3
D. <i>Health and Wellness</i>	3
Kine 103 Lifetime Wellness (2)	
Kine 101 Physical Activity (1)	
<b>Total for Area 1</b>	<b>12 Hours</b>

### Area 2. Humanities and Fine Arts\*

A. <i>Fine Arts Select One</i>	3
Art 110 Art Appreciation (3)	
Mus 110 Music Appreciation (3)	
Th 110 Theatre Appreciation (3)	
Any Literature Course except 325 (3)	
Phil 201 Introduction to Philosophy (3)	
Phil 212 Ethics (3)	
<b>Total for Area 2</b>	<b>3 Hours</b>

### Area 3. Natural Science\*

A. <i>Select One:</i>	
Bio 101 General Biology**	4
Phys 100 Fundamentals of Physical Science**	5
<b>Total for Area 3</b>	<b>4-5 Hours</b>

### Area 4. Social and Behavioral Sciences\*

A. <i>Hist 110 or Hist 120 United States History</i>	3
B. <i>***Missouri Constitution Requirement</i>	
C. <i>Select One:</i>	3
Psy 100 General Psychology (3)	
Soc 110 Introduction to Sociology (3)	
Econ 180 American Economic System** (3)	
<b>Total for Area 4</b>	<b>6 Hours</b>
<b>Total Core Curriculum Requirements</b>	<b>25-26 Hours</b>

\*Occasionally, selected courses may be substituted for this area.

\*\*See degree requirements listed in the Catalog for courses that are substituted for specific majors.

\*\*\*This requirement may be satisfied with credit from a Missouri public college, or PSc 120 Government: U.S., State & Local or by an examination. Examination information is available from the Dean of Arts and Sciences.

Core Curriculum courses required for the Associate of Science degree typically do not completely fulfill the Core Curriculum requirements for the Baccalaureate Degree.

When the curriculum requirement for an Associate of Science degree specifies a different course in the discipline than those listed above, the specified course may meet the Core Curriculum requirements for that degree.

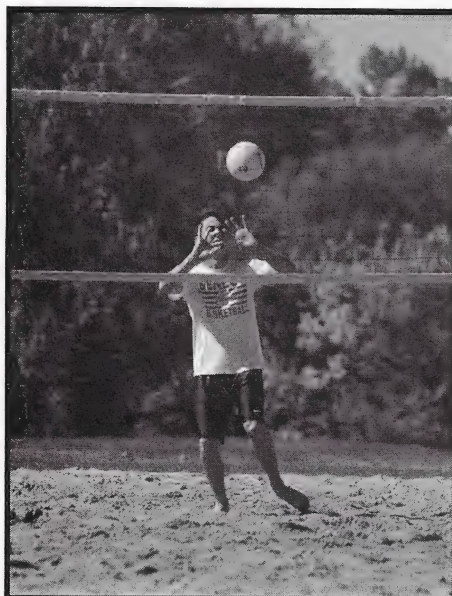
### Graduation

- Graduation Requirements:** The responsibility for satisfying all requirements for a degree rests with the student. Advisers, faculty members and administrators offer help to the student in meeting this responsibility.
- Time of Graduation:** A student may complete graduation requirements at the close of any semester. Formal commencement exercises are held and degrees are conferred at the close of the fall and spring semesters. Students who will complete graduation requirements at the close of summer semester may participate in spring commencement exercises.
- Placement Services:** Each degree candidate must register in the Office of Career Services.
- Degree Candidacy Application:** Each student must make application for degree candidacy during the semester preceding the final semester in attendance. The application process is initiated at the Office of Career Services.
- Senior Assessment:** All graduating seniors are required to complete a Core Curriculum and a departmental exit assessment before the baccalaureate degree is awarded. Effective: July 1, 1988.

### State Legislation Requirements

Section 170.011 of the Revised Statutes of Missouri, 1989, prescribe that all candidates for a degree issued by the colleges and universities of Missouri must have "satisfactorily passed an examination of the provisions and principles of the Constitution of the United States and of the State of Missouri, and in American History, and in American Institutions".

All students who have completed the Core Curriculum requirements with courses taken at Missouri Southern meet the requirements of Missouri law.



Out-of-state transfer and post-graduate students who do not complete their Core Curriculum with courses taken at Missouri Southern may comply with the law by:

- (1) completing courses at MSSU embracing the subject matter specified by the law and receiving credit therein, preferably before admission to

- senior college work; or
- (2) certification of the completion of such requirements in another collegiate institution and passing a special examination on the Missouri Constitution.

School Laws of Missouri, 1974, require that persons cannot be granted a certificate or license to teach in the public schools of Missouri unless they have satisfactorily completed a course of two or more semester hours in the psychology or education of the exceptional child. This requirement can be met by taking Psy 302 or Educ 302.

## GRADES & GRADING POLICIES

### Grading System

A student's grade is officially recorded by letter. At Missouri Southern, the following grades and their numerical equivalents are used:

Grade		Grade Points
A	Outstanding	4
B	Above Average	3
C	Average	2
D	Minimum Passing	1
F	Failing	0
W	Withdrawal	

The current policy for the "W" grade is as follows:

- (a) Course withdrawals will be permitted through the first week of the semester without any grade recorded.
- (b) Course withdrawal during the second through the ninth week of the semester will be indicated by a "W" posted to the record.
- (c) Course withdrawals are not permitted after the ninth week of the regular semester (or its equivalent). A student who stops attending class without officially withdrawing is in jeopardy of receiving an "F" in the course.

- (d) A student who completely withdraws from the university prior to the last week of classes in a semester may receive a grade of "W" in all courses in which the student is enrolled.

### Credit/No-Credit System of Grading

Students in some programs may register to take certain courses on a credit/no-credit basis. In such cases, "Credit" or "No-Credit" will be recorded rather than a letter grade and these courses will not be counted in grade point averages. This program will permit a student to explore course work outside of the major without jeopardizing the grade point average. The minimum performance level required to receive credit in a credit/no-credit course is a grade of "D". Students may be eligible to enroll for certain courses on a credit/no-credit basis under the following conditions:

1. That such registration be approved by the adviser and the head of the department through which the course is offered.
2. That the student has attained sophomore rank, or higher (30 or more hours).
3. That the student has achieved a cumulative grade point average of at least 2.0.
4. That such enrollment be limited to one course per semester.
5. That the total enrollment on a credit/no-credit basis be limited to no more than three courses or 10 credit hours in any student's degree program.
6. That the courses involved are not part of the student's major or minor and are not specifically required as part of the student's degree program. (Hours beyond the minimum required for the major or minor may be taken on a credit/no-credit basis.)
7. That the courses involved are not part of the Core Curriculum requirement.
8. Registration for credit/no-credit courses will be completed prior to the final date for changing registration by adding a course.
9. After a student has enrolled in a course under the credit/no-credit option, that individual may not subsequently change to a graded basis in that course.

This policy does not apply to those courses regularly designated as credit/no-credit courses such as Recital Attendance and Student Teaching.

**Incomplete (I):** A grade of "I" may be reported if a student is unable to complete the work of the course within the semester for a valid reason such as illness, death in the family, an emergency, etc. It is not intended as a substitute for an "F" and does not entitle a student to attend the class during a subsequent semester. An incomplete must be made up by the end of the next semester (excluding summers) or it will be converted to an "F" automatically. Both credit and grade points for that course are suspended until the incomplete is converted to either a passing grade or an "F". A student may not graduate with an incomplete grade.

**In Progress (IP):** A grade of "IP" will be given in a situation in which a student is unable to complete the work of the course within the semester for a valid non-emergency reason, such as a research project or internship that overlaps two semesters. It is not intended as a substitute for an "F" and

does not entitle a student to attend the class during a subsequent semester. An "IP" must be made up by the end of the next semester (excluding summers) or it will be converted to an "F" automatically. Both credit and grade points for that course are suspended until the "IP" is converted to either a passing grade or an "F". BSE majors will not be able to begin student teaching if an "IP" grade is in force. A student may not graduate with an "IP" grade.

**Audit (AU):** A student may audit a class for no grade and no credit. A Request to Audit must be filed in the Registrar's Office by the end of the first week of class. Acceptable performance, attitude and attendance as determined by the professor are expected. Regular fees and enrollment procedures are required. A student may not change enrollment from audit to credit nor from credit to audit. An audit means only that a student registered for the course. It does not imply any level of proficiency or knowledge.

**Change of Grade:** A change is initiated by the faculty member by filing a Change of Grade form with the Registrar. No change of grade is to be made without good cause. Exceptional cases will be reviewed by the school dean and Vice President for Academic Affairs.

**Independent Study:** Independent study courses are special courses which may be taken by outstanding students at the discretion of the faculty adviser and the appropriate college officials. Students may enroll in independent study courses for a total of three hours on the associate degree and a total of six hours on the Baccalaureate Degree providing they:

1. have completed  
30 hours toward the Associate Degree  
90 hours toward the Baccalaureate Degree
2. have a minimum cumulative 3.00 GPA;
3. have permission of the adviser, department head and the school dean in the area of independent study.

Independent study is designed for the individual who desires to explore a topic more completely than can be done in a regular course offering. Substituting independent study for a regular course is seldom done.

**Posting of Grades:** University legal counsel advises that the public posting of a student's name and grade, or student number and grade, without the student's approval, is a violation of the Buckley Amendment (Family Education Rights and Privacy Act of 1974) which does not allow disclosure of recorded data or information without the individual's written consent.

**Official Transcript:** An official transcript of the student's academic record bears the Registrar's signature and the University seal. Missouri Southern assumes no responsibility for the accuracy of a transcript after it leaves the Registrar's Office.

Up to two weeks must be allowed after the close of a semester for the issuance of an up-to-date transcript. The transcript request must be made in writing. No transcript will be issued unless all bills at Missouri Southern are paid or are current according to agreement with the Business Office.

## GENERAL REGULATIONS

### Classification of Students

- A. *By Class:*  
Freshman: 0-29 Hours  
Sophomore: 30-59 Hours  
Junior: 60-89 Hours  
Senior: 90 and above  
Special Admission: See page 44.
- B. *Postgraduate:*  
Persons having completed a Baccalaureate Degree but taking courses for the purpose of teacher certification, job preparation and additional degree or personal profit.
- C. *Full-time:*  
A student enrolled for 12 or more semester hours.
- D. *Half-time:*  
A student enrolled in 6-11 semester hours.
- E. *Less Than Half-time:*  
A student enrolled in fewer than 6 semester hours.

### Concurrent Enrollment

A student who is enrolled in residence at Missouri Southern and who desires to earn credit concurrently at another institution or through correspondence, extension, or advanced standing examination must secure advanced approval from a School Dean.

### Combined Degree Programs

Missouri Southern State University has established combined degree programs for Environmental Health and for Medical Technology. Specific requirements for these programs are included in the program descriptions. Combined degree programs operate under the following regulations:

1. Complete 94 hours at Missouri Southern State University. Transfer credit will be considered, but the last 30 of the 94 hours must be earned at MSSU.
2. The 94 hours must include the completion of the Core Curriculum requirement.
3. Sixteen out of the last 94 hours must be upper division (300 and 400 level courses).
4. All applicable "Requirements for Graduation" as stated in the Missouri Southern State University catalog must be met including the application for degree candidacy, and the filing of credentials with the Career Services Office.
5. A transcript from the institution with which a combined degree agreement is arranged must be provided in order to complete the requirements for a degree.

### Co-Admission

Students who enroll at Crowder College but meet the admission requirements of Missouri Southern and plan to transfer to Missouri Southern may apply for Co-Admission. The application will be done by the Crowder College Admission Office. Records for co-admitted students will be maintained at both institutions. Missouri Southern will assist in the academic advising of co-admitted students prior to transfer to Missouri Southern.

### **Second Baccalaureate Degree**

A student may receive a second Baccalaureate Degree after completing the first degree and all the requirements of the second degree. A student may not earn the same degree more than once, even though the majors differ. The residency rules apply. See item A under Baccalaureate Degree requirements, page 31.

### **Transcript Below "C" Average**

Students who are accepted with a below "C" transcript and who are below the minimum standards for progress will be placed on Academic Probation. Missouri Southern transfers all grades from any equally accredited institution including both "D's" and "F's".

### **Maximum Credit Hour Load**

To enroll in more than 18 semester hours during a semester or in more than nine hours during a summer session, a student, with the exception of music majors, must obtain prior written permission from the school dean. Music majors may carry as many as 20 semester hours without permission from their dean.

### **Late Enrollment**

Enrollment in a regular semester after the first week of classes or after the third day of classes in the summer session is not advisable and is permitted only with special permission from the appropriate department head. Any student enrolling after classes begin will pay a late enrollment fee.

### **Adding Courses**

A student may add a course in the appropriate department office, but only upon the approval of an adviser. A fee will be charged each time a student changes the program not at the request of the University. No course may be added after the first week of classes in a regular semester or after the third day of classes in the summer session without special permission.

### **NON-ATTENDANCE DOES NOT CONSTITUTE A WITHDRAWAL FROM CLASSES.**

### **Withdrawal from a Single Class**

A student may initiate the withdrawal from a course in the Registrar's Office. Deadlines cited in the Schedule of Classes apply.

### **Withdrawal from All Classes**

A student who wishes to completely withdraw will initiate withdrawal in the Financial Aid Office (114 Hearnes Hall). A student who completely withdraws from the University prior to the last week of classes in a regular or summer semester may receive a grade of "W" in all courses in which the student is enrolled. Withdrawal from the University after the last week of classes in a regular or summer semester will result in a grade of "F" being recorded for all courses, unless other arrangements are made through the Office of the Registrar. A student who leaves school without officially withdrawing will receive grades of "F" in all courses.

### **Class Attendance**

Faculty members keep records of attendance in all regularly scheduled courses at Missouri Southern. The primary objective of student and professor is the student's attainment of course goals. It is recognized that students who achieve those objectives are normally those who attend class regularly. The professor, when giving a final semester grade, bases his/her evaluation on how well the student has achieved the course goals.

For financial aid purposes, if a student misses any class for ten (10) consecutive working days, the faculty member will report this in writing to the Office of the Registrar.

Students who miss a class do so at their own risk and must assume the responsibility for work missed because of class absences. Professors are willing to assist students whose absences are caused by valid illnesses, University approved activities, and extenuating circumstances. The professor may require whatever evidence is needed to support the reason for absence.

The attendance record is significant to the total record and is useful in guidance and counseling. When absences are excessive, the professor will report the fact to Student Services and they will in turn counsel with the student. The total number of student absences in a class will be reported to the Registrar's Office along with the final grade at the end of the semester.

Students should be aware that absence from class invariably has a built-in penalty of lower academic achievement. Excessive absences usually result in failure to achieve the course goals.

## **CREDIT OPTIONS**

### **Placement, Examinations, Credits**

#### **Resident Credits from Institutions of Equal Standing with Missouri Southern State University**

Credits transferred from accredited colleges and universities will be given full value in similar courses whenever possible. The amount of credit given for courses studied in other institutions may not exceed the amount given at Missouri Southern for the same length of time of instruction. Students may not transfer credits to satisfy more than one half of the major course requirements in a department unless the approval of the Vice President for Academic Affairs is obtained.

### **Advanced Standing Examination**

A student whose travel, employment, extensive readings or other unique educational experiences appear to have provided proficiency in a course required in the curriculum equivalent to that ordinarily attained by those taking the course in regular classes, may be granted permission to take an advanced standing examination. This examination may be a subject matter test of the College Level Examination Program (CLEP) or a comprehensive test designed by the department to cover the subject more fully than a regular final examination. In order to receive credit for a departmental examination,

a student must have the following qualifications in addition to those listed above:

- (a) be enrolled in the University at the time of the examination;
- (b) not have taken an examination over the course within the preceding six months;
- (c) not have credit in a more advanced course in the same field;
- (d) be working toward a degree at Missouri Southern State University;
- (e) have the approval of the head of the department in which the course is offered;
- (f) not use the examination to replace a previously earned grade.

After a student has taken a departmental examination, the professor will transmit the grade to the Vice President for Academic Affairs Office. If performance is equated as a "C" grade or above, the Registrar will record the credit.

### International Baccalaureate

Missouri Southern will grant up to 30 semester hours or the equivalent of one full year of university study, to those who have completed study in the International Baccalaureate curriculum in high school. Missouri Southern will grant university credit and advanced placement for International Baccalaureate courses completed at the higher level with a score of four or greater. Students with such backgrounds should contact the Admission Office for a detailed analysis of credits and standing.

### Advanced Placement Test (AP)

Missouri Southern participates in the Advanced Placement Program sponsored by the College Entrance Examination Board. Credits are granted for course areas in which a student has completed Advanced Placement Examinations with a score of 3, 4 or 5.

### Correspondence Course Credit

Missouri Southern accepts credit earned by correspondence from regionally accredited institutions. No student will be permitted to apply more than 12 hours of course work in correspondence toward his/her degree.

### Course Credit for Military Service and Schooling

Military Service students who have completed a minimum of one year of active military service may be granted credit to meet the Kine 101 and Kine 103 requirements of the Core Curriculum. These requirements will be satisfied if the DD214 form is submitted to the Missouri Southern Registrar's Office. Credit may also be granted for specific military schooling as recommended by the American Council of Education. The credit granted will be based on applicability and will carry the grade of "CR". The veteran must present documentation designating the military course, date and site of the course.

### Validation Examinations

If Missouri Southern refuses to accept a student's earned credit in a course because of the method in which the course

was taken or because the institution at which the course was taken was not accredited, the student may apply for a validation examination. In order to qualify for a validation examination a student must: (a) be enrolled at Missouri Southern State University at the time the examination is taken; (b) present the necessary evidence to prove that the course was taken; (c) get approval from the Registrar, the school dean and the head of the department in which the course is offered; and (d) initiate the proceedings within the first eight weeks after entering the University.

The student initiates the request for examination at the Registrar's Office. The school dean and the department head will appoint a professor to construct, administer and evaluate the examination. The result is reported to the Registrar who records the grade if it is "C" or above.

## FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT (FERPA) 1974

### Notice of Student Rights and Responsibilities

The Family Educational Rights and Privacy Act of 1974, as amended (also referred to as the Buckley Amendment), is a federal law regarding the privacy of student educational records and the access provided to these records. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements.

### What Are Educational Records?

Under FERPA, educational records are defined as records that are directly related to a student and are maintained by an institution or by a party acting for the institution. Educational records can exist in any medium, including: typed, computer generated, videotape, microfilm, and email, among others.

- The law applies to all students in higher education, regardless of age, once they begin attending classes. The law continues to apply to students even after they have graduated, but ceases to apply upon the death of the student.
- The University will not release information, other than directory information, from a student's educational record without the student's prior written consent, except to authorized persons and organizations. Even parents are not permitted access to their child's educational records unless the student has provided written authorization permitting access.
- Authorized persons and organizations are those who have a legitimate educational interest.
  1. A legitimate educational interest means that the person or organization is required to perform certain duties and these duties involve the use of student data.
- Authorized persons include employees of Missouri Southern State University, the U.S. Department of Education and other education authorities carrying out

official duties, as well as financial aid lenders. Also included are organizations which MSSU has contracted as agents of the University. An example is the National Student Clearinghouse.

- There are exceptions to the rule of non-disclosure, which involve health and safety. This means that to prevent sickness, injury, or death, the University may disclose information usually held to be protected. Also, an agent of the court with a properly issued court order or subpoena may receive student data, though we will first attempt to notify the student before complying with the subpoena.

### **Directory Information**

Directory Information at MSSU will be made available to the general public unless the student completes a Privacy Request form in the Office of the Registrar. In the case of a Privacy Request, the University will not release any information, even directory information. This restriction does not apply when providing information to those who have a legitimate educational interest.

The following is considered Directory Information:

Name, address, email address, telephone listing, date of birth, major, year in school, dates of attendance, enrollment status (full-time or part-time), degree and date, academic school, honors and awards received, participation on athletic teams, height and weight of members of athletic teams, and most recent previous institution attended.

### **STUDENTS HAVE CERTAIN RIGHTS UNDER FERPA, THESE INCLUDE:**

- The right to inspect and review their educational records within 45 days of a request for access. Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. The institution may refuse to provide a copy of a student's education record provided such refusal does not limit access.
- The right to request the amendment of education records that the student believes are inaccurate. The student should write the University Registrar, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

Limitations exist on students' rights to inspect and review their education records. For example, the institution is not required to permit students to inspect and review the following:

- Records which do not contain educational information or do not fall into the category of educational records

because of how they are maintained.

- Financial records of parents.
- Confidential records placed in education records prior to 1975 if they are used as intended.
- Confidential recommendations or receipts of honors if the student has waived the right of access to such information.
- Documents containing information on more than one student.

## **HONORS PROGRAM**

Patricia P. Kluthe, Director  
Jeffrey E. Martinek, Assistant Director  
Webster Hall 118, 417.625.3005

The Honors Program at Missouri Southern State University is intended to encourage academic excellence by providing special opportunities and challenges for exceptional students.

Because admission is selective and competitive, classes normally are smaller than regular classes, permitting Honors students to enjoy interaction with other outstanding students in an informal atmosphere conducive to exciting and challenging discussions.

Honors courses put our best students in small classes with our best teachers - right from freshman year on. Distinguished professors and Honors students have opportunities to expand the educational experience beyond that available in regular courses. Students receive personal attention and special guidance, and the program is flexible to permit them to pursue particular scholarly interests and to engage in innovative and creative approaches to learning.

Expectations for performance in the program are high. As an Honors student, one is expected to strive for grades against these standards; one is not, however, expected to compete with others for grades. Through this program, the challenge to perform at the top of one's ability is matched by the opportunity to do so in an environment that is simultaneously fun, exciting, and intellectually demanding.

### **The Curriculum**

While students will take courses offered in Southern's regular curriculum, these five features are specifically designed for Honors students:

#### *Honors Forum*

This course is an open forum to discuss a variety of topics, issues, and other matters of interest. The objective of the course is to develop in the Honors scholar self, cognitive, and cultural awareness. Active learning and service learning are nurtured as students select, design, and implement topic presentations.

#### *Service Learning*

By engaging the Honors students as volunteers in unfamiliar institutions which are oriented toward public service, this experience is designed to lead the students through a critical analysis of the organization's culture and dominant paradigms of thought encountered during the time of service.

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### *Core Curriculum Courses*

Special sections of required courses such as English composition are designated as Honors sections. There are a number of such courses to select from each semester, and most Honors students take their choices of these during their freshman and sophomore years.

### *Junior Honors Courses*

This experience is designed for scholars in the last two years of their curricula and is aligned with the international mission of Missouri Southern. Each Honors scholar is expected to have an international study experience during their tenure at Southern, and with the guidance of the honors directors will be led through a reflective analysis of that study, again emphasizing self, cognitive, and cultural awareness.

### *Senior Honors Thesis*

Students take at least one Honors course in their major during the senior year. Working under professors in their major field, they design and carry out independent projects investigating in-depth topics and utilizing original research methods. Each student makes a presentation of their research to an Honors Colloquium open to a campus-wide audience. The presentation is required of each student for completion of the Honors Program.

## Honors Recognition

Missouri Southern is affiliated with the National Collegiate Honors Council, The Great Plains Regional Honors Council, and Phi Eta Sigma and Alpha Chi, national honor societies. Most Honors students have the opportunity to participate in the activities of these organizations and to attend regional and national conferences.

Every Honors course completed with a final grade of A or B is identified as an Honors course on one's transcript. If one maintains a cumulative grade point average of at least 3.5 and completes 26 hours of Honors courses, one will receive special recognition at graduation.

## Oxford and Cambridge Program

To live and study at a historic College of Oxford University or at equally-renowned Cambridge University is perhaps the experience of a lifetime. Southern offers an elective summer study program in England at Oxford or Cambridge, two of the world's foremost universities. Students participate in small seminar groups led by university tutors and live in an atmosphere of university life as it has survived over the past 700 years.

A select group of students have the opportunity to participate in either program based on their advanced academic standing for hours accumulated and grade point average. Selected students choose courses offered in

sessions on various subjects. Southern grants partial scholarships to students each year. Honors Program students are given priority consideration in the selection process.

There is also time for students to enjoy the rich heritage of England through formal tours and individual excursions. A great opportunity awaits those selected to be members of this distinguished community of scholars and participants in the Oxford or Cambridge experience.

## The Evans Scholarship

In competing for admission to the Honors Program, candidates are also competing for the Walter and Fredrica Evans Scholarship, which will be awarded as funds allow to the most highly qualified applicants. The Evans is a four-year renewable scholarship awarded in varying amounts based on an index of the candidate's percentile rank in class and percentile ACT composite. The Evans is Southern's most valuable institutional academic award. The scholarship is applicable for fall and spring semesters only.

## Eligibility

All students who wish to participate in the Honors Program must be admitted to Southern. Incoming freshmen with at least a composite score on the ACT of 28 or with at least a grade point average of 3.5 (on a 4.0 scale) in high school course work are invited to apply for admission to the program. To complete the application process the student must submit an application form, a transcript, two letters of recommendation mentioning the student's strengths as a scholar, and an interview with one of the directors. An essay may also be required.

Students who have already completed between 15 and 30 hours of course work with a grade point average of 3.5 at Southern or any other accredited college or university are also invited to apply for admission into the program, though they are not eligible for the Evans Scholarship.



The Honors Program will offer special admission to Missouri's associate degree graduates who hold the CBHE Bright Flight Scholarship. Those with at least a 3.5 GPA will be eligible for a scholarship that covers the full cost of tuition, room and board, activities, fees, and textbook rental. Those with a 3.0 GPA will be eligible for a scholarship equivalent to our Level I Scholarship.

Students generally will not be admitted to the Honors Program after they have earned 30 credit hours. However, if such a student presents a plan to take the 26 honors hours required to complete the program, that student will be considered by the Honors Committee on an individual basis.

## ENROLLMENT SERVICES

### Admissions

Derek Skaggs, Director of Enrollment Services  
Hearnes Hall 109, 417.781.6778

**Staff:** Sarah Cunningham, Clay Deem, Tina Fitzpatrick, Mark Lloyd, Susan Miller

Admission decisions are based on current admission policies established by the Board of Governors and are made in accordance with the recommendations of the Coordinating Board for Higher Education. Students are encouraged to apply for admission early. Applications are available through the Admissions Office, the Admissions web site ([www.mssu.edu/admissions](http://www.mssu.edu/admissions)), and most high schools and community colleges. Admission requirements are subject to change without notice. Missouri Southern State University encourages students from private, home schooling and non-accredited high schools to contact the Admissions Office for details on how to be accepted into Missouri Southern.

### Credentials Required for Freshman Admission Regular Admission

- (1) **High School Transcript:** An official transcript of high school credits must be filed showing that requirements for graduation have been met. A 6th, 7th, or 8th semester rank in class must appear on the record. (The University will accept a satisfactory score on the General Educational Development (GED) test in lieu of a high school transcript.)
- (2) **Placement Test:** Missouri Southern participates in the American College Testing Program (ACT). Scores from the enhanced battery must be presented as an admission credential. These tests are administered at nationally approved test centers five times a year. Missouri Southern is a test center. Students over the age of 21 applying as first-time freshmen are not required to submit an ACT score. However, placement tests in English and Math are required for placement in the appropriate classes. Either ACT or SAT scores are acceptable.
- (3) **Application:** Missouri Southern admits students on a rolling basis. Students are encouraged to apply early. The application for admission must be submitted to the

Admissions Office one week before the first day of enrollment (see University calendar on page 14). This includes all credentials required by the Admissions Office.

- (4) **Application Fee:** A fee of \$15 must be included with the application for admission. (This fee is non-refundable and non-applicable to other college fees.)
- (5) **Miscellaneous Requirements:** Additional credentials may be required from students whose application credentials raise questions about their acceptability into the student body. While the University makes every effort to give each applicant an opportunity for a college education, it reserves the right to deny admission when the University's ability to meet the need of the student and/or the welfare of the student body is in question. Students who do not attend Missouri Southern within one year after making application must submit new credentials when seeking admission.

### High School Core Curriculum Requirement

The University strongly encourages high school students to follow the core curriculum requirements outlined by the Missouri Coordinating Board for Higher Education. The core includes:

**English, 4 units.** Two units emphasizing composition or writing skills are required. One unit may be speech or debate.

**Mathematics, 3 units.** The units must include Algebra I, Algebra II, and Geometry. A fourth higher level mathematics course is strongly recommended.

**Social Studies, 3 units.** Courses should include United States history and courses selected from world history, government, geography, and economics.

**Science, 2 units.** General Science does not count. One unit must include a laboratory. Biology, physics, and chemistry are strongly recommended.

**Visual/Performing Arts, 1 unit.** Fine Arts courses include such areas as visual arts, music, dance, or theatre.

**Electives, 3 units.** Electives may be selected from world geography, higher level mathematics, additional science, foreign languages (if a language is chosen as an elective, the University recommends 2 units of the same language), advanced placement courses, or a combination of the core courses listed above.

*Admission requirements are subject to change without notice.*

### Admissions Review Committee

Individuals who do not meet the University's admission criteria will have their application forwarded to the review committee. The committee may make one of four decisions: grant regular admission, admit conditionally, deny admission, or admit as a special non-degree seeking student.

### Students With Previous College Experience

**Former MSSU Students:** Former Missouri Southern State University, Jasper County Junior College, and Joplin Junior College students must inform the Office of Admissions of their intention to return. Students will be required to update their

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credentials by using the Re-Admission Application form. No application fee is required.

**Transfer Students:** (*students who are enrolling at MSSU for the first time*) Transfer students who have completed the State of Missouri General Education Core Curriculum (42 semester hours) prior to enrolling at MSSU are assumed to have met Areas 1 through 4 of the MSSU Core Curriculum requirements. Transfer students must additionally meet requirements for Area 5 of the MSSU Core Curriculum.

Transfer students who have not completed the above General Education Core Curriculum will have their courses evaluated on a course-by-course basis. Credits from an accredited two-year college will be accepted to meet lower division (100-200 level) requirements only.

MSSU will accept unlimited lower division transfer hours from accredited two-year colleges. In order to graduate from MSSU, students transferring from two-year colleges must earn a minimum of 60 semester credit hours at Missouri Southern or any other accredited four-year institution provided these existing policies are also met:

1. Students must earn 30 of the last 36 hours in residence at MSSU;
2. One-half of the major requirements must be earned at MSSU;
3. Forty upper-division hours are required for graduation.

The following credentials must be submitted to the Admissions Office:

1. official transcripts from all previously attended institutions, sent directly to the Admissions Office;
2. eligibility to return to last institution attended;
3. payment of the \$15 non-refundable application fee; and
4. ACT scores submitted, if mathematics has not been completed or a degree in education is sought.

Transfer students who have been awarded a baccalaureate degree from a regionally accredited U.S. college or an accepted foreign equivalent, prior to enrolling at MSSU, are assumed to have fulfilled all lower division Core Curriculum requirements. All transfer and post graduate students must also fulfill the State Legislation Requirement for the U.S. Constitution, Missouri Constitution, and U.S. History. See the Academic Affairs section of the catalog under State Legislation Requirements for more details.

Transfer students seeking admission to Missouri Southern State University from colleges or universities not accredited by a regional association may be given full recognition for their credits earned when the credit is appropriate to the student's degree programs and after Missouri Southern State University has validated the courses. Applicants must meet the following conditions:

1. the student must be in good standing at the institution from which they are transferring and
2. the student must have a cumulative grade-point average of 2.0 or higher (on a 4.0 scale) for all work attempted.

Any transfer student falling below a 2.0 GPA but above the University's standards of progress may be considered for admission on probation.

**Transient Students:** Students in good standing at other colleges and universities may wish to enroll at Missouri Southern for the purpose of transferring back to their institutions the credit earned. Admission requires completion of the Non-Degree Application form and payment of the \$15 non-refundable application fee. Students wishing to continue course work at Missouri Southern State University must complete the Degree Seeking Admission Application and meet admission criteria.

**International Students:** International students not citizens of the United States who wish to apply for admission should write the Admissions Office or access the Admissions web site ([www.mssu.edu/admissions](http://www.mssu.edu/admissions)) for the proper application forms and instructions. In addition to the admission credentials required of all students on page 41, international students must satisfy these concerns: (a) academic competency, (b) ability to read and speak the English language adequately for college level study, and (c) ability to finance the cost of education at Missouri Southern. All applicants from non-English speaking nations must score in the 75th percentile on the Michigan Test for English as a Foreign Language or score 535 on the TOEFL paper-based test or a minimum of 200 on the TOEFL computer-based test. The Admissions Office must receive all application and accompanied credentials by the following dates:

Fall Semester	April 1
Spring Semester	November 1

Students who are citizens of the United States and use English as a second language must pass English language competency. A TOEFL test score of 535 on the TOEFL paper-based test or a minimum of 200 on the TOEFL computer-based test or a score in the 75th percentile on the Michigan Test is required of these students.

**International English Program:** Students who do not meet the English competency standards on the TOEFL or the Michigan Test are required to take courses in the Intensive English Program (IEP) before they can enroll in college level courses. As prerequisite courses the IEP courses are graded and count as hours enrolled/earned in determining student status.

**Dual Credit:** The Dual Credit Program enables high school students to enroll in college courses and simultaneously earn both high school and college credit for those courses (subject to the agreement of the high school). Missouri Southern is pleased to participate in this program. Admission to the dual credit program is limited to high school students who have completed their sophomore year, who have a cumulative high school grade point average of at least 3.0 on a scale of 4.0, who are pursuing the state-designated college preparatory high school Core Curriculum, score at proficient or above on the MAP, and who have the recommendation of their principal or counselor. Students should obtain a Dual Credit Application and information about available courses from the Assistant Vice President for Academic Affairs, Hearn Hall Room 200, 417.625.9555.

**Credit-in-Escrow:** The credit-in-escrow program consists of college studies for outstanding high school students who have completed their sophomore year, who have a cumulative grade point average of 3.0 on a 4.0 scale, who are pur-

suings the state-designated college preparatory high school curriculum, and who have the recommendation of their principal or counselor. A \$15 application fee and high school transcript is required with the application.

### Admission to Selective Programs

**The Health Sciences** (*nursing, dental hygiene, and radiologic technology*): Admission to Missouri Southern does not automatically confer admission to the programs of nursing, dental hygiene, radiologic technology. In addition to meeting the admission requirements for the University, candidates who are interested in these health career programs are required to apply for admission to the department. Application forms may be obtained from the department of nursing office, Kuhn Hall; the dental hygiene department office, Ummel Technology Building; or the radiology department of St. John's Regional Medical Center. Applications should be submitted prior to March 1, preceding the fall semester in which the student wishes to enroll. Each application is reviewed by the Admissions Committee of the respective department. See nursing department (page 241), dental hygiene department (page 232), or radiologic technology (page 248) for full information on admission and acceptance criteria.

**Teacher Education:** Admission to Missouri Southern does not automatically confer admission to the Teacher Education Program. In addition to meeting the admission requirements to the University, candidates who are interested in the Teacher Education program are required to apply for admission to the Teacher Education Department. For more details, please see the Teacher Education section of the catalog (page 184).

**Honors Program:** This program is intended to encourage academic excellence by providing special opportunities and challenges for exceptional students. Entrance into the program is by invitation. Interested students should write the Director of Honors Program for an application form or check the appropriate box on the application for admission to the University.

### Special Admission

A student who wishes to enroll in college but does not meet regular admission requirements may be permitted to enroll in classes as a non-degree seeking student. College hours completed in this status cannot be counted toward a degree until the student meets regular college admission criteria. Special admission classification is not eligible for financial aid.

Students who possess a high school diploma or GED may request reclassification by:

1. meeting all of the University's admission criteria, or
2. successfully completing 21 hours with a 2.0 GPA.

Individuals without a diploma or GED must complete 59 hours with a 2.0 GPA before a request for reclassification can be considered.

### 60-Plus Program

The 60-Plus Program is designed to serve interested individuals 60 years of age and over. Community residents may enroll in a course on a space-available basis without provid-

ing previous transcripts. Compliance with course prerequisites is necessary and is the student's responsibility. Enrollment takes place at the same time as regular student enrollment. Information concerning enrollment times, reduced fees, and tuition costs can be found in the University schedule. A student may elect to receive a grade and credit for their course or they may audit the course with the permission of the instructor. If a student desires to become a regular student, he or she must make application to Missouri Southern for future semesters.

## FINANCIAL AID

James Gilbert, Director of Student Financial Aid  
Hearnes Hall 114, 417.625.9325

**Counselors:** Cheryl Dobson, Mark Frerer

Missouri Southern participates in a variety of aid programs to assist qualified students who would otherwise not be able to attend college. These funds – from private, institutional, state, and federal sources – are coordinated to meet the individual student's need. There are programs based on various criteria such as financial need, performing ability, and academic excellence. Each program has requirements for maintaining the award and students must meet satisfactory academic progress guidelines for continued assistance. Foreign students are required to present a financial statement certifying they have sufficient funds to pay for all educational expenses. Information in this catalog regarding financial aid is subject to change without notice. Missouri Southern reserves the right to adjust a student's financial aid package to reflect a true change in the student's financial situation. Financial aid awards are subject to changes in institutional policy and State and Federal regulations.

For applications and detailed information concerning financial aid, view our website at <http://www.mssu.edu/finaid>. There is a wealth of financial aid available in many forms from a variety of sources.

### How to Apply for Financial Aid

1. All applicants must complete the Free Application for Federal Student Aid (FAFSA) and request an electronic Personal Identification Number (PIN) which will be used in processing federal documents. MSSU prefers the electronic application on the Web at <http://www.fafsa.ed.gov>, where you may request a PIN number. Likewise, all applicants must have a current email address where financial aid information will be sent. Application priority date is February 15; however, awards will be made until all funds are expended. This application will generate a Pell Grant, if applicant is eligible and will be used to apply for work, loans, Missouri Charles Gallagher Student Financial Assistance Program, and the Missouri College Guarantee Program.

Students who have not submitted all necessary financial aid documentation by July 1 for the Fall term and December 1 for the Spring term will be expected to pay their fees in full

by the deadlines set out in this catalog. Payment deferments will only be available to those students who meet the application deadlines and have provided all required documentation for eligibility determination.

2. Applicants selected for verification must bring or mail a copy of their own and if under 24 their parents' 1040 Income Tax Form to the Financial Aid Office. These signed documents must be on file before any aid will be processed.
3. Applicants must indicate on their application the type of assistance for which they wish to apply. In addition, applicants for PLUS loans must contact the Financial Aid Office for special instructions.
4. Applicants for Patron Scholarships must complete a scholarship application and return it to the Scholarship Office by March 1.
5. Transfer students must request an academic transcript for each college previously attended and have it evaluated by the Registrar's Office before aid can be processed.
6. Applicants for performing awards should contact the director of the program in which they wish to participate.
7. Applicants for special programs should contact the Financial Aid Office for instructions.

## Repayment Notice for Federal Financial Aid

Students who withdraw prior to the 60% completion of the semester will be subject to repayment of part or all of their aid, as determined by federal regulations.

Students will be notified in writing of any amount due. A hold will be placed on the student's account until repayment is made in full.

Students must make repayment of their portion of financial aid within 45 days. Failure to make repayment within 45 days will result in:

1. Referral to the federal government for collection.
2. Ineligibility for federal financial aid from all colleges and universities until the overpayment of aid and interest due is paid to the U.S. Department of Education.

## Policies and Regulations

### Academic Standards: Federal Aid

The student's academic progress will be determined in May of each year. However, if minimum standards of hours or grade point average are not met in the fall semester, the student automatically will be placed on financial probation for the spring semester. If satisfactory progress is made during the fall but not during the spring semester, the student will be allowed one semester on probation to make up all deficiencies. After the probationary semester, grades will be checked and the number of courses will be verified to see if a minimum standard has been completed. If satisfactory progress is not maintained, the student will be placed on financial suspension until the required GPA is reached or course work is completed.

All financial aid recipients must meet the appropriate GPA as published in the University Catalog (Standards of Progress Toward Graduation). After the second year, federal regulations require the student to have a cumulative 2.0 GPA or the required GPA as published in this catalog for graduation, or in cases where a higher GPA is required for graduation, the student must meet that higher GPA. Students receiving financial aid must meet federal guidelines. If the GPA falls below the minimum standard of progress, the student will be placed on probation.

The maximum time in which a student is eligible to receive financial assistance is as follows:

Maximum Semesters of Aid Eligibility			
Degree	Full-Time	3/4-Time	Half-Time
Bachelor	12	18	24
Associate	6	9	12
Certificate	3	5	6

Note: It is automatically assumed that students who do not indicate a degree program are pursuing a baccalaureate degree.

Category Completed	Hours per Semester	Hours per Year
Full-time	12 or more	21 hours per year
3/4-time	9 to 11	15 hours per year
Half-time	6 to 8	9 hours per year

Note: For students attempting an associate degree, the maximum number of credit hours attempted is 90. For students attempting a bachelor's degree, the maximum number of credit hours attempted is 180. Once the number of credit hours attempted is reached, the student is not eligible for federal financial aid permanently for that degree.

Note: In calculating the minimum hours completed per year, only courses with a passing grade will count. The following will not be counted: incompletes, repetitions, non-credit remedial courses, audited courses, and withdrawals. However, if withdrawal from a class results in a change in enrollment status, the originally required payment hours must be completed. If the minimum required hours are not completed, the student will be placed on probation. Students who fail to complete the minimum required hours during the academic year (fall and spring) or whose grades are below the minimum may make up their deficiencies in summer school.

All aid will terminate immediately under the following situations:

1. Withdrawal from all classes;
2. Failure to meet special requirements of academic progress imposed by the Financial Aid Committee;
3. Default on any federally funded student loan or over payment of any Title IV funds;
4. All "F" grades in a semester;
5. All "incompletes" in a semester;
6. Passing zero courses in a semester.

# What type of **ACADEMIC SCHOLARSHIPS** are available and how do I apply for them?

## Scholarships

	Who Is Eligible	How Much	How to Apply
<b>Honors Program</b> <i>Evans Scholarships are awarded to selected first time freshman.</i>	ACT composite score of 28, or a 3.5 GPA. Additional Evans Scholarship available for on-campus room and board with an ACT Composite score of at least 31 and to National Merit semifinalists or finalists.	Evans Scholarship-a four-year renewable scholarship awarded in varying amounts for fall and spring semesters.	MSSU, Honors Program, 3950 E. Newman Road, Joplin, MO 64801-1595. Deadline for the completed application is <b>March 1</b> .
<b>Level I Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to eight semesters if the student earns a 2.5 GPA the first semester and a 3.0 GPA for each semester thereafter.</i>	High school graduates with an admission index of 160 or greater. Admission index is the sum of ACT percentile and class rank percentile.	\$1750 for academic year 2004-05. Approximate value over four years - \$7000. Will not cover any deposit, rental, or student activity fee.	Awarded directly to the student by Missouri Southern on the basis of the ACT score and H.S. transcript. Student must complete the certification section and forward the acceptance letter to the Financial Aid Office.
<b>Level II Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to eight semesters if the student earns a 2.5 GPA the first semester and a 3.0 GPA for each semester thereafter.</i>	High school graduates with an admission index of 140-159. Admission index is the sum of ACT percentile and class rank percentile.	\$1300 for academic year 2004-05. Approximate value over four years - \$5200. Will not cover any deposit, rental, or student activity fee.	Awarded directly to the student by Missouri Southern on the basis of the ACT score and H.S. transcript. Student must complete the certification section and forward the acceptance letter to the Financial Aid Office.
<b>Diversity Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to eight semesters with a 2.5 cumulative GPA.</i>	First-time freshman or new college transfer student. H.S. graduates rank in upper 50% or maintained a 2.5 GPA. in H.S., comes from a diverse background.	The variable scholarship will be a specific dollar amount up to tuition and fees.	Contact Financial Aid Office or <a href="http://www.mssu.edu/finaid/home">www.mssu.edu/finaid/home</a> for a copy of the application.
<b>Transfer Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to 4 semesters if the student earns a 2.5 GPA each semester.</i>	Students who have completed 24 hours or more with a 2.5 GPA.	\$800 for academic year 2004-05. Will not cover any deposit, rental, or student activity fee.	Contact Financial Aid Office or <a href="http://www.mssu.edu/finaid/home">www.mssu.edu/finaid/home</a> for a copy of the application.
<b>Patron's Scholarship</b> <i>All scholarships are subject to donor's criteria.</i>	Open to any student attending Missouri Southern who shows scholastic ability or financial need. Application for Federal aid is not required for the Patron's Scholarship.	\$50-\$2500 per academic year.	Contact Financial Aid Office or <a href="http://www.mssu.edu/finaid/home">www.mssu.edu/finaid/home</a> for a copy of the application. Suggested deadline for applying is <b>March 1</b> .
<b>Non-Resident Service Area Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to 8 semesters if the student earns a 2.5 GPA the first semester and a 3.0 GPA for each semester thereafter.</i>	Non-resident freshmen with an admission index of 100 or above OR a score of 21 or above on the ACT. Must attend high school in the University service area.*	Out-of-state fees for up to 15 credit hours per semester.	Contact Financial Aid Office or <a href="http://www.mssu.edu/finaid/home">www.mssu.edu/finaid/home</a> for a copy of the application.
<b>Non-Resident Transfer Scholarship</b> <i>Must complete 12 hours each semester. Renewable up to 4 semesters if the student earns a 2.5 GPA each semester.</i>	Students who have completed 24 hours or more within the MSSU service area* and who have a 2.5 GPA.	Out-of-state fees for up to 15 credit hours per semester.	Contact Financial Aid Office or <a href="http://www.mssu.edu/finaid/home">www.mssu.edu/finaid/home</a> for a copy of the application.

\*Service area is certain counties in Arkansas, Kansas, & Oklahoma. Contact the Scholarship Office for a list of counties.

# ACADEMIC SCHOLARSHIPS

## What other type of **ACADEMIC SCHOLARSHIPS** does Southern offer?

<b>Grants</b>	<b>Who Is Eligible</b>	<b>How Much</b>	<b>How to Apply</b>
<b>Federal Pell Grant</b>	Federal Aid program based on financial need. All students should apply.	Grants range from \$200 to \$4050 depending on where the student lives and educational costs.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Charles Gallagher Student Financial Assistance Program</b>	State funded program for Missouri residents; based on financial need.	Maximum grant not to exceed one-half the cost of tuition and fees.	Complete the FAFSA. Deadline <b>April 1</b> , received date by the Central Processing System
<b>Federal Supplemental Educational Opportunity Grants</b>	Students with exceptional financial need.	Grants range from \$100 to \$4000 per academic year.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Missouri College Guarantee Program</b>	High School GPA 2.5 or higher, ACT 20 or higher, participated in Extra curricular activities, full-time at MO college or university.	Based on fees charged at Univ. of MO and other federal and state programs.	Complete the FAFSA. Deadline <b>April 1</b> , received date by the Central Processing System.

## Performance Awards

<b>Who Is Eligible</b>	<b>How Much</b>	<b>How to Apply</b>
Students who have demonstrated success or high potential in forensics, foreign language, journalism, music, mathematics, theatre, and athletics.	Awards range from \$50 to full scholarship consisting of tuition, fees, room and board.	Apply directly to the director or sponsor of particular activity.

## Employment Programs

<b>Programs</b>	<b>Who Is Eligible</b>	<b>How Much</b>	<b>How to Apply</b>
<b>Federal Work Study Program</b>	Federal Aid program based on financial need. All students should apply.	Minimum wage and higher, weekly hours based on need, not to exceed 20 hours per week.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Student Help Program</b>	On-campus employment for students who are qualified to fill job openings.	Minimum wage and higher, weekly hours depend on operational need.	Apply to Student Employment Office or to individual departments on campus.
<b>Job Location &amp; Development</b>	All students unless other aid criteria conflicts.	Minimum wage and up.	Fill out MSSU Employment Application, make an appointment.

# Loans

## Who Is Eligible

## How Much

## How to Apply

<b>Federal Perkins Loan</b>	All students who demonstrate financial need and have completed appropriate documentation as required by Federal regulations.	Need to \$4000 per year, Aggregate total \$20,000.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Federal Direct Stafford Loans - subsidized</b>	All students who demonstrate financial need and have completed appropriate documentation as required by Federal regulations.	0-29 hrs. up to \$2625; 30-59 hrs. up to \$3500; 60-89 hrs. up to \$5500; 90+ hrs. up to \$5500; aggregate total \$23,000.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Federal Direct Stafford Loans - unsubsidized</b>	Same as subsidized Federal Stafford Loans.	Cost of education minus other aid equals eligibility for independent students. Dependent students are restricted to the above amounts.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> .
<b>Federal Direct PLUS (Parents Loan)</b>	Parent of dependent student must apply for Federal Aid Programs.	Cost of education minus other aid equals eligibility.	Complete the FAFSA; MSSU prefers the electronic application on the Internet; priority date <b>Feb. 15</b> . Additional loan application available at MSSU.
<b>Advantage Missouri</b>	High demand occupational fields.	Up to \$2500 per academic year.	Contact the Missouri Coordinating Board of Higher Education. Also complete FAFSA by <b>March 1</b> .
<b>Alternative Loans</b>	All Students.	Not to exceed cost of attendance.	Contact Financial Aid Office after completing FAFSA.

### General Scholarship Policies

Eligibility criteria will be reviewed in August and January prior to disbursing funds. Recipients may not receive more than one academic scholarship issued by the University. This includes Evans/Honors, Level I, Level II, Diversity, Transfer, Patron's, Non-Resident Service Area, Non-Resident Transfer, and other scholarship programs. Outstanding students who receive more than one scholarship must choose which award they will accept. However, scholarship recipients may combine performing awards with the scholarship as long as the total award does not exceed the student's direct college costs.

Recipients of Level I and Level II Scholarships must use the scholarship within one year after high school graduation or testing and may not have attend-

ed any post secondary program after graduation or testing prior to entering MSSU. Patron's scholarships are not automatically renewable. Application must be filed each year prior to March 1. Scholarships are fee waivers. No cash may be received unless coordinated with a non-college cash award.

Appeals, special circumstances, and questions pertaining to the awarding guidelines should be made to the Director of Student Financial Aid.

All fees, tuition, awards, and scholarships are subject to change without notice and are subject to review by the Scholarship Committee upon receipt of funds and authorization by the Board of Governors. Missouri Southern does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services.

# Other Assistance

## Who Is Eligible

## How Much

## How to Apply

### Academic Management Service

All students are eligible for this monthly budget plan which allows payment of fees over a 9-month period and provides insurance coverage for the person making the payments.

Amount varies up to full cost of tuition, fees, room and board; or the difference between total direct educational costs and other financial aid awarded.

Applications available in the Business Office or call 1-800-635-0120 to enroll.

### Veterans' Administration Benefits

Veterans eligibility is determined by when the veteran entered military service, length of duty and several other factors.

Amount varies depending on chapter and enrollment status.

Contact: Veterans' Administration Officer, Veterans' representative on campus, or Veterans' Administration Regional Office.

### Bureau of Indian Affairs

Students who can prove they are at least one-fourth Indian blood.

Awards range from partial tuition to full tuition and fees.

Contact: Bureau of Indian Affairs, Higher Education Office, Federal Building Room 300, Muskogee, OK 74001.

### Vocational Rehabilitation

Students with disabilities.

Awards range from \$25 to full tuition, fees, room and board.

Contact: Vocation Rehabilitation Office, 801 East 15th Suite B, Joplin, MO 64804.

### Educational IRA

Account setup prior to student's 18th birthday.

\$500 per year.

See your local tax accountant.

### MOST-Missouri Saving for Tuition Higher Education Saving Program

All students.

Up to \$8000 annually per donor.

See your local tax accountant.  
www.missourimost.org  
Phone: 1-888-414-MOST.

### Lifetime Learning Tax Credit

1/2 time student.

\$2000 per year.

See your local tax accountant or claim as proper tax credit.

### Hope Scholarship Tax Credit

First two years of college, at least half-time; file taxes.

\$1500 per year.

See your local tax accountant or claim as proper tax credit.

### Local clubs, service organizations & foundations

All students.

Amount varies with organization.

Contact: your local clubs, service organization & foundation.

### Employment Benefit Programs

Students, spouses, & dependents.

Amount varies.

Contact: your parents or your place of employment.

### Midwest Student Exchange

Students from Kansas, Nebraska, Minnesota, Michigan, and North Dakota. Freshmen: score of 21 or above on ACT or top 25% or 75 index; Transfers: 2.5 GPA.

Student pays 150% of resident tuition (\$127 x 1.5=\$190.50 per credit hour).

Contact: Scholarship Office.

### Residency Tax Credit

Dependent student who has parents working and paying Missouri State Taxes.

Varies up to out-of-state portion of tuition.

Contact: Business Office.

**Appeal Procedures**

Students placed on financial aid suspension may appeal to the Director of Financial Aid by completing the Financial Aid Suspension Appeals form and all documentation prior to the Financial Aid Suspension Appeals meeting held the day before registration. Students may continue to receive assistance under the following mitigating circumstances: medical problems (one time only), change of degree objective, change of major or other extenuating circumstances. The Director will determine the validity of these circumstances, provided there is appropriate documentation and the time limit has not expired. Under these circumstances, students need not go through the appeal process to the Financial Aid Committee. After reviewing the file, the Director may place the student on probation.

If the Director denies the appeal, an appeal may be made to the Financial Aid Committee. The student must submit in writing an explanation of any special circumstances the committee should consider in determining whether any aid should be reinstated. After reviewing student records and written comments, the committee will give written notification of its decision. The notification will state whether or not the aid should be continued and the requirements for reinstatement. The decision of the Financial Aid Committee is final.

After the Financial Aid Committee has met for the semester, late appeals will be accepted for 30 days from the first day of class. Late appeals will be reviewed by the Director and at the direction of the Financial Aid Committee make the final decision concerning the appeal. Appeals received after 30 days from the beginning of a semester will be for the next semester.

It is assumed that transfer students are making satisfactory academic progress when they enroll at Missouri Southern unless otherwise documented. They will be evaluated at the end of their first full academic year.

**Academic Standards: Institutional Aid**

Students' academic progress is checked each semester to see if requirements are met. Each academic program has its own requirements. Typically, all students must complete at least 12 hours each semester (in some cases more). In addition, a minimum grade point average is required. For further information, contact the Scholarship Office.

**Appeal Procedures**

Students not meeting their scholarship's criteria may appeal to the Director of Student Financial Aid by completing the Scholarship Appeal Application. Attached to the appeal form must be documentation for medical and extenuating circumstances. Appeal forms and documentation must be returned no later than two weeks from the end of the semester or the date on the notification of loss of scholarship. The Director of Financial Aid will review the student's file and determine if the award will be granted. If funds are available and the award is granted, the student must meet the required guidelines. Since the funds are awarded to other students, late appeal will usually not be granted. Students may appeal the loss of these funds one time.

For further information and definition of terms concerning satisfactory academic progress for federal or institutional aid, see the Financial Aid Office Procedure Manual in the Financial Aid Office.

**Other Duties and Responsibilities of Financial Aid Recipients**

All students must have a PIN so they can update financial aid data; perform Entrance and Exit counseling on the Internet, and sign electronic applications, master promissory notes, and make corrections in the Department of Education's data system. In addition, students must maintain a current email address and monitor it for requested documentation, award letters, notices, and correspondence from the Financial Aid Office.

Students must report the following changes to the Financial Aid Office:

1. withdrawal from school,
2. added or dropped classes during the semester,
3. a name change,
4. change of address or email address or change of parents' address,
5. transfer to another college.

Work Study recipients must contact the Student Employment Office for job placement within five days of the beginning of the semester.

Missouri Southern operates on a financial aid data base system which processes applications and awards electronically. It is to the applicant's advantage to use forms and applications which are capable of processing data by teletransmission. The electronic system requires student signatures or electronic use of PIN on documentation, award letters, and promissory notes before funds can be processed and extensive use of email.

Financial aid funds will be credited to the student account. Once all direct college costs have been satisfied, funds awarded will be disbursed to the student. Checks are printed and mailed starting with the end of the second week and every week thereafter throughout the semester. Student employment and other checks must be picked up in person at the Business Office upon notification of their availability.

Veterans must sign up for veterans' benefits at the beginning of each semester in the Registrar's Office.

## **ASSESSMENT AND INSTITUTIONAL RESEARCH**

Delores A. Honey, Assistant Vice President  
Matthews Hall 321, 417.625.9696

**Staff:** Janette Van De Mark

Missouri Southern is committed to the measuring of outcomes of curricular programs. Both the Core Curriculum and the major are assessed each year. Federal, state, and local reports of institutional data are prepared and archived in this

Center. Adhoc research, surveys and reports are assimilated for on-campus use as well as external audiences. Program review quantitative data, departmental narratives, and executive summaries are compiled in order to evaluate the quality and effectiveness of each academic program. The Assistant Vice President is the liaison to state-wide assessment and institutional research advisory for Department of Higher Education.

### GEORGE A. SPIVA LIBRARY

Wendy McGrane, Library Director  
Spiva Library 120, 417.625.9801  
<http://www.mssu.edu/spivalib>

**Librarians:** Robert Black, James Capeci, Susan Huston, Charles Nodler, Nancy Schiavone

#### George A. Spiva Library

The George A. Spiva Library provides organization of and access to information essential to Missouri Southern State University's commitment to a liberal arts education and life-long learning, with a firm emphasis on international studies and quality classroom teaching. Spiva Library is the major information resource on campus, providing 222,945 book volumes and 526 periodical titles. A state and federal government documents collection, a law library, and a 736,006 item microform collection provide additional reference materials for student research. Other collections housed in the archives are the Congressional Papers of Gene Taylor, a former member of the United States House of Representatives; Tri-State mining maps; the papers of Dr. Arrell Gibson, a noted Western historian; and MSSU archival material.

#### Building

The Cragin addition and renovation of Spiva Library took place in the fall of 2001. The new addition doubled the square footage of the Library to 80,000. The changes provide a modern and up-to-date facility that is the center for campus study and research.

A coffee shop on the 1st floor of the Library allows students to study and enjoy a beverage or snacks. They may also surf the web on computers nearby or checkout and return materials at a secondary Circulation desk. The lounge area near the coffee shop is a popular place for faculty to meet with small classes or conduct office hours. The Archives is also located on the 1st floor. The 2nd floor of the Library houses government documents, the law collection, and part of the circulating collection. The 3rd floor is considered to be the "research floor" of the Library. Circulation, Reference, periodicals, and microforms are located here. A large computer lab enables students to do their research on the Internet and prepare papers or presentations. The Belk Quiet Room is located on the 4th floor. This is a beautifully furnished room which maintains the enforced quiet that many people want in a library. A Faculty Reading Room is adjacent to the Quiet Room. Also located on the 4th floor are the Audio Visual Collection (AVC), curriculum materials, and the remainder of the circulating collection.

Ethernet connections are widely available throughout the building for students to connect their own laptops to the campus backbone. Other open areas with comfortable lounge furniture or tables with chairs enable students to relax and study. Many group study rooms are available for students that need to talk without disturbing others.

#### Online Catalog

SWAN (SouthWest Academic Network) is the public catalog and available via the Internet at <http://swan.missouri.edu>. The catalog allows a search of Missouri Southern's materials and/or those held by other members of the SWAN cluster of institutions. SWAN has grown to include: Missouri Southern State University, Southwest Missouri State University, Drury University, Southwest Baptist University, Crowder College, Cottey College, Baptist Bible College, and Ozarks Technical College.

SWAN is one of eleven clusters forming MOBIUS, a consortium linking the academic libraries of Missouri. MOBIUS enables a student to borrow a book from any academic library in Missouri and expect to receive it within an average of 48 hours. The requests are delivered Monday through Friday by an independent courier. This system eliminates tedious forms and provides rapid service. The book resources available are considerable and may be borrowed by MSSU students and faculty free of charge.

#### Instruction

The teaching function of the Library is important, as it should be in a university that prizes teaching excellence and contact with students. Every effort is made to ensure that students learn how to conduct effective research and to use information resources knowledgeably. Librarians provide tours of the Library, workshops, class lectures, and individual assistance. An 'Ask a Librarian' feature is available from the Library's webpage for students to email reference questions and receive a timely response from a professional librarian.

#### Research

Major periodical indexes in business, education, social science, history, psychology, English, biology, and nursing are available to MSSU students and professors on the Internet, many in a full text format. Access to these resources is available through the Library's web page <http://www.mssu.edu/spivalib>. The electronic databases are listed there along with instructions on how to access these materials from off-campus through the proxy server. Spiva Library maintains print periodicals and microforms of back issues. Digital and analog microform readers and printers are available for viewing and printing the periodical back files. Copy machines are located throughout Spiva Library.

Interlibrary loan requests for materials that are unavailable through MOBIUS are sent and received through an international computer network of libraries called OCLC. Periodical articles are rapidly sent and received via fax and email.

#### AVC

Located on the top floor of the Spiva Library is the Audio Visual Center. This area includes video and audiotape mat-

erials, compact discs, films, slides, kits, and miscellaneous instructional materials. The AVC provides appropriate playback equipment for the materials. Curriculum textbooks, curriculum guides on microfiche, and juvenile and children's books that support the teacher education curriculum are housed in this area. Video viewing for distance education students viewing is available in the AVC.

The staff provides limited production services such as making overhead transparencies, laminating materials, copying audiotapes, and burning CD's. The AVC has a minor inventory of slide projectors, videocassette recorders and monitors, audiocassette recorders and filmstrip projectors. Equipment is housed in each school and department on campus, therefore the AVC equipment is limited to basic items.

### **Staff & Hours**

Helpful staff members are stationed throughout the Library to support all materials and services. The staff is composed of six librarians, thirteen full-time and part-time support staff members, and many student workers who serve in all areas of the Library. The Library is open from 7:30 a.m. until 11 p.m. Monday through Thursday and from 7:30 a.m. until 5 p.m. on Friday. On the weekends, the hours are from 9 a.m. until 5 p.m. on Saturday and from 1 p.m. until 11 p.m. on Sunday. Changes in this schedule for holidays, breaks, and summer session are posted as needed.

Every effort has been made to ensure that the Spiva Library is accessible to patrons with disabilities. Patrons with a disability may contact any Library staff member for assistance. If extensive research assistance is required, please call 417.625.9342 to schedule an appointment.

## **LEARNING CENTER**

Eillen Godsey, Director  
*Learning Center 105, 417.625.9373*

**Staff:** James Brown, Jan Holmes, Melissa Locher

The mission of the Learning Center is to provide a wide range of academic support programs to students and faculty. Learning Center staff are available to assist any MSSU student to become a more independent and efficient learner. All services are free.

**Tutoring in Content Areas** – Peer and faculty tutors are available. Some drop-in tutoring is offered, although an appointment is recommended. Both short- and long-term assistance is provided.

**Writing Lab Services** – Trained peer tutors instruct and coach students in all aspects of writing, such as writing process strategies, research paper documentation, and correct mechanics.

**Computer Lab** – The Learning Center offers a networked computer lab with Windows word-processing programs. Students may work on individual assignments or use the Center's software.

**Services for Students with Disabilities** – The Learning Center provides support services to students with disabilities.

Support services are elective and must be requested by the student. Appropriate documentation must be provided.

### **Audio/Visual and Computer Assisted Instructional Resources**

– Tapes are on reserve in the Center and may be viewed in the Center or checked out. The collection includes faculty created study guides and practice tests, taped classes, practice drills in grammar and punctuation, national exam guides, as well as other academic support materials.

### **Classes**

**Basic Composition** – Prepares students for college writing courses. Students write at least six major papers with special attention given to organization, syntax, grammar, and mechanics.

**College Academic Skills I** – A course intended to assist students in the transition from secondary school to college with special emphasis given to the all important first six weeks of the semester.

**College Academic Skills II** – A course designed to initiate and support the academic development for college and beyond. The opportunity will be provided to learn and adopt methods that will promote success: learning how to learn and how to study effectively.

**Speed Reading** – A course designed specifically to increase reading speed. Students must be capable college level readers to benefit from this computerized format. In addition students will become aware of factors influencing reading speed and efficiency. This one hour class presents a non-threatening environment for students to practice increasing speed while maintaining an acceptable level of comprehension.

**Tutor Training** – Provides students hired as tutors by the Learning Center with an educational foundation of the methods and techniques needed to tutor students in a higher education setting.

## **LIFELONG LEARNING**

Jack Spurlin, Vice President for Lifelong Learning  
*Hearnes Hall 108, 417.625.9652*

The office of Vice President for Lifelong Learning promotes the concept that learning is a continually evolving process. Lifelong Learning provides a variety of forms of access to education to meet the evolving needs of the individual. Access to educational opportunity is provided on-campus and off-campus during the week and through Weekend College. It is recognized that learning is not always formalized and in some cases individuals may, through the portfolio process, achieve recognition for career and professional experiences.

Jerry Williams, Director of Lifelong Learning  
*Webster Hall 117, 417.625-9384*

**Staff:** Betty Baker, Web Course Technical Specialist  
Robin Douglas, Television Production Specialist

Tom Hewett, Maintenance Engineer  
Nancy Kenney, Coordinator of Customized Training  
Noel Wiseman, Technical Specialist  
Don Ross, Maintenance Engineer

The Division of Lifelong Learning is a component of the Office of the Vice President for Lifelong Learning that provides both credit and non-credit courses to supplement the college curriculum. The Division of Lifelong Learning is responsible for a variety of activities including distance learning. Persons who are homebound or have restrictive work schedules have access to university courses through one or more of the college's distance learning delivery systems. Students enrolling in these programs are considered special or temporary until they have completed the regular admission process to become degree-seeking students. Information is provided on the Division's web site at: [www.mssu.edu/lifelonglearning](http://www.mssu.edu/lifelonglearning).

**Televised Instruction** - University credit courses are offered over cable systems in Lamar, Carthage, Monett, Pierce City, Aurora, Verona, Neosho and the Southern Instructional Television Network. Live broadcasts afford students opportunities to talk with instructors through the use of the telephone. Delayed transmission courses are also offered for persons with schedules that do not coincide with the live telecasts.

**Pathway** - University courses leading to the associate of arts degree in general studies are offered through a cooperative program between Ozarks Public Television and Missouri Southern State University. The program reaches a 57-county area of Southwest Missouri and portions of Oklahoma, Arkansas, and Kansas.

**Interactive TV** - A number of university credit courses leading to the bachelors degree are provided through interactive television to different sites. Some courses provide traditional college credit and others provide dual credit for high school students.

**Internet Courses** - University courses are offered over the Internet for the convenience of students who need flexibility in their schedule. Courses available include core curriculum and specialty courses necessary for various Associate and Baccalaureate degrees.

**CD or Video Correspondence Courses** - A limited number of courses are offered through the use of CD's or Video Tapes. The student and teacher also interact with email communications and Internet for these classes.

**Weekend Hybrid Courses** - These university courses consist of a combination of traditional classroom and Internet sessions. The on-campus classroom sessions are typically on Saturdays. The majority of the student's work and interaction with the teacher is through the Internet using email and the Blackboard course manager.

**Customized Training** - Training programs, customized to the specific needs of individual businesses and industry, are developed in cooperation with the various academic departments on campus. Some of the training activities are campus-based and may involve credit or non-credit courses.

**Credit for Life/Work Experience** - Credit may be earned for career and professional experiences that are documented through the portfolio process. The availability of credit depends on the relevance of the students' experiences to their major as determined by the department and the school dean. The application process and initial advisement begins with the office of the Vice President for Lifelong Learning. For information contact: 417.625.9652.

**Continuing Education Credit Hour Courses** - These courses are offered in non-traditional scheduling formats and designed primarily for professionals and job improvement. The courses may be transferable to university credit through academic petition and the approval of the department head and the school dean. Students pursuing these courses will be considered as either special or temporary until they have completed the regular student admission process.

**60-Plus Program** - The pursuit of education is not limited by a person's chronological age. The 60-Plus Program provides tuition reduction for persons 60 years of age and over, encourages continued educational growth, and prevents psychological retirement.

**Videokonferences and Conference Development** - A number of conferences are provided for professional development and public awareness. Many of the conferences provide continuing education units to meet professional mandates.

### WRITING PROGRAM

Joey Brown, Director  
Hearnes Hall 320B, 417.625.9708

The director and a faculty committee advise the Vice President of Academic Affairs on the development and supervision of the program. Each student is required to complete five writing intensive courses as a part of the baccalaureate degree. Six hours must be completed in the freshman year, and two of the three remaining courses must be taken at the junior and/or senior level. One upper division course must be taken in the student's major.



# ***School of Arts & Sciences***

**Art  
Biology  
Chemistry  
Communication  
English  
Environmental Health  
Foreign Languages & Literatures  
Geography  
History  
Mathematics  
Music  
Paralegal Studies  
Philosophy  
Physics & Pre-Engineering  
Political Science  
Preprofessional  
Social Science  
Sociology  
Theatre**

# SCHOOL OF ARTS & SCIENCES

## **School Dean**

**John P. Messick**

*Hearnes Hall 318, 417.625.9385*

## **Degrees and Majors**

### **Bachelor of Arts**

Art  
Chemistry  
Communication  
English  
French  
German  
History  
Music  
Political Science  
Sociology  
Spanish  
Theatre

### **Bachelor of Science**

Biology  
Biochemistry  
Chemistry  
Environmental Health  
Mathematics  
Physics  
Political Science  
Sociology

### **Bachelor of Science in Education**

Art  
Biology  
Unified Science with Biology Endorsement  
Chemistry  
Unified Science with Chemistry Endorsement  
English  
French  
German  
Mathematics  
Music  
Physics  
Unified Science with Physics Endorsement  
Social Studies  
Spanish  
Speech-Theatre

### **Options and Emphases**

Art (B.A.)  
    Studio Art  
    Graphic Communications  
Biology (B.S.)  
    Biology  
    Bioinformatics

### Communication (B.A.)

Speech Communication  
Mass Communications  
Public Relations

### English (B.A.)

Literary Studies  
General Writing  
Professional/Technical Writing  
Creative Writing

### Mathematics (B.S.)

Mathematics  
Computational Mathematics

### Music (B.S.E.)

Double Certification  
Instrumental  
Vocal

### Social Studies (B.S.E.)

History  
Political Science  
Sociology

### Theatre (A.A.)

Associate of Arts with Emphasis in Theatre

**Minors:** See Departments

## **Role**

The School of Arts and Sciences consists of nine departments representing over 15 disciplines. Although diverse in nature and subject, the departments in the School of Arts and Sciences share three principle responsibilities: teaching, scholarly and creative activity, and service to the college and community.

Quality teaching is our primary role and responsibility. Arts and Sciences faculty teach the majority of courses in the Core Curriculum, a diverse but integrated group of courses that form the foundation of higher education. The School of Arts and Sciences prepares students for a variety of careers, or for graduate and professional school.

The second function of the School of Arts and Sciences is scholarly and creative activity. Scholarly research and activity advances knowledge and improves teaching by keeping faculty current in their field and creating a dynamic environment for students. Creative activity and performance improves the proficiency of faculty and enhances teaching. The result is an enriched cultural experience for students and the community.

College and community service, the third function of the School of Arts and Sciences, provides opportunities for faculty to participate in a variety of college and community affairs. Faculty provide academic expertise and problem solving skills to the college and community. The school serves as a cultural resource by presenting films, art exhibitions, dramatic productions, musical concerts and recitals.

# ART

Art Building 205. 417.625.9563

**Faculty** Kyle - Head, Christensen, Hughes, Kujda, Noblett

The Art Department offers a Bachelor of Arts degree in Graphic Communications, a Bachelor of Arts degree in Studio, and a Bachelor of Science degree in Arts Education. Each of the degree programs prepares the graduate to pursue further study in graduate school or to enter a variety of dynamic careers in the visual arts. The B.A. in Graphic Communications prepares the graduate to pursue careers in advertising, print productions, electronic media, web design, and package design. The B.A. in Studio prepares the graduate to pursue a career as a visual artist in sculpture, painting, printmaking, or ceramics. Graduates with a B.S. degree in Education with a major in Art are certified through the Teacher Education program to teach K-12 in the state of Missouri.

Degree requirements in the four art programs - B.A. (studio emphasis); B.A. (graphic communications); B.S.E. (one of two teaching fields); B.S.E. (single teaching field) - are such that it is extremely important that students majoring in art meet with their faculty advisers each semester. Students are responsible for contacting their adviser after completing 21 semester hours in art to make application for their Junior Review. For this review, students are required to submit a representative sampling of their creative work, a record of academic progress and a statement of intent and/or objectives for examination by a committee of the art faculty. Written permission of the Junior Review Committee is required for a student to enroll in Art 490 Senior Exhibit.

Art 110, Art Appreciation, meets the Core Curriculum requirement for non-art majors in Area 2, Humanities and Fine Arts.

## Bachelor of Arts with a Major in Art Emphasis I Studio Art

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement (determined by art department)**</b>	<b>3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Art Requirements.</b>	<b>53</b>
Art 101 Basic Design	3
Art 105 Design & Color Theory	3
Art 120 Beginning Ceramics	3
Art 130 Beginning Drawing	3
Art 211 Beginning Sculpture**	3
Art 205 Beginning Jewelry**	3
Art 230 Basic Form	3
Art 232 Beginning Painting**	3
Art Art History (upper division)	9
Art 310 Transparent Watercolor**	3
Art 312 Beginning Printmaking**	3

Art 300 Advanced Drawing**	
OR	
Art 421 Life Drawing**	3
Art 490 Senior Exhibit**	2
Art Electives (300-400 level courses)	9
<b>Electives</b>	<b>8</b>
	<b>124***</b>

\*Required language courses satisfy 3 hrs. of Core Curriculum.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300-400 level) hours.

## Bachelor of Arts with a Major in Art Emphasis II Graphic Communications

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement (determined by art department)**</b>	
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Art Requirements.</b>	<b>56</b>
Art 101 Basic Design	3
Art 105 Design & Color Theory	3
Art 130 Beginning Drawing	3
Art 230 Basic Form	3
Art 215 Computer Graphics **	3
Art 240 Typography and Lettering	3
Art Art History (upper division)	9
Art 232 Beginning Painting	
OR	
Art 310 Watercolor***	3
Art 300 Advanced Drawing***	
OR	
Art 421 Life Drawing***	3
Art 312 Beginning Printmaking***	3
Art 315 Computer Graphics **	3
Art 325 Graphic Communications I***	3
Art 350 Graphic Communications II***	3
Art 425 Graphic Communications III***	3
Art 450 Graphic Communications IV***	3
Art 490 Senior Exhibit***	2
<b>Electives</b>	<b>5</b>
Additional Requirement:	
CJAd 210 Basic Photography	
OR	
Comm 302 Photojournalism	3
	<b>124****</b>

### Suggested Elective Courses:

Art 120 Beginning Ceramics	3
Art 232 Beginning Painting***	3
Art 205 Beginning Jewelry**	3
Art 230 Basic Form	3
Art 211 Beginning Sculpture***	3
Art 421 Life Drawing***	3
GB 320 Business Communication***	3
MM 300 Principles of Marketing***	3
MM 401 Promotional Strategy***	3

\*Required language courses satisfy 3 hrs. of Core Curriculum.

\*\* Satisfies departmental computer literacy requirement

\*\*\*See Prerequisites

\*\*\*\*Must include at least 40 upper division (300-400 level) hours.

**Bachelor of Science in Education  
with a Major in Art**  
Grades K-12 Certification  
Plan A One of Two Teaching Fields

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Art Requirements</b>	<b>41</b>
Art 101 Basic Design	3
Art 105 Design & Color Theory	3
Art 120 Beginning Ceramics	3
Art 130 Beginning Drawing	3
Art 200 Arts & Crafts	3
Art 211 Beginning Sculpture**	3
Art 220 Art Education	2
Art 230 Basic Form	3
Art 232 Beginning Painting**	3
Art 312 Beginning Printmaking**	3
Art Art History (upper division)	9
Art Electives	3
<b>Second Teaching Field (some fields exceed 30 hours)</b>	<b>30</b>
<b>Education Certification Requirements (p. 189)</b>	<b>41-42</b>
	<b>160-161***</b>

\*Psy 100 satisfies certification requirements and three hours of the Core Curriculum, Area 3C.

\*\*See Prerequisites included with course descriptions.

\*\*\*Varies with second field

**Bachelor of Science in Education  
with a Major in Art Grades K-12 Certification**  
Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Art Requirements</b>	<b>49</b>
Art 101 Basic Design	3
Art 105 Design & Color Theory	3
Art 130 Beginning Drawing	3
Art 200 Arts & Crafts	3
Art 120 Beginning Ceramics	3
OR	
Art 211 Beginning Sculpture**	3
Art 220 Art Education	2
Art 230 Basic Form	3
Art 232 Beginning Painting**	3
Art 312 Beginning Printmaking**	3
Art 300 Advanced Drawing	3
OR	
Art 421 Life Drawing	3
Art Art History	9
Art 490 Senior Exhibit**	2
Art Electives***	3
Art Electives	6
<b>Education Certification Requirements (p. 189)</b>	<b>41-42</b>
	<b>138-139</b>

\*Psy 100 satisfies certification requirements and three hours of the Core Curriculum, Area 3C.

\*\*See Prerequisites included with course descriptions.

\*\*\*Choose from the following courses: Art 240 Typography, Art 215 Computer Graphics, or Art 315 Computer Graphics.

**Minor in Art  
Emphasis in Studio**

	Semester Hours
Art 101 Basic Design	3
Art 110 Art Appreciation	3
OR	
Art Art History	3
Art 120 Beginning Ceramics	3
Art 130 Beginning Drawing	3
Art 205 Beginning Jewelry**	3
OR	
Art 211 Beginning Sculpture*	3
OR	
Art 230 Basic Form	3
Art 232 Beginning Painting*	3
OR	
Art 310 Watercolor*	3
Art 312 Beginning Printmaking*	3

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\*See Prerequisites included with course descriptions.

**Minor in Art  
Emphasis in Graphic Design**

	Semester Hours
Art 101 Basic Design	3
Art 105 Design/Color Theory	3
Art 130 Beginning Drawing	3
Art 240 Typography & Lettering	3
Art 325 Graphic Communications I*	3
Art 350 Graphic Communications II*	3
Art 425 Graphic Communications III*	3

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\* See Prerequisites

Recommended Classes: CJAd 210 Basic Photography, Art 215 Computer Graphics, Art 315 Computer Graphics.

## ***Suggested Order of Study***

**Bachelor of Arts  
Art Major Major Code 1002  
Emphasis I: Studio Art**

**Freshman Year**

1st Semester	Course	Hours
	Art 101 Basic Design	3
	Art 130 Beginning Drawing	3
	CORE [Eng 101 Comp I]	3
	CORE [Math 125 Cont Math]	3
	CORE [Hist 110 U.S. History]	3
	CORE [Kine 103 Lifetime Wellness]	2
		17

<b>2nd Semester</b>		
Art 105	Design & Color Theory	3
Art 230	Basic Form	3
CORE	[Eng 102 Composition II]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Hist 120 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

**Sophomore Year**

<b>1st Semester</b>		
Art 205	Beginning Jewelry	3
Art 120	Beginning Ceramics	3
CORE	[Bio 101 General Biology]	4
CORE	[CIS 105 Comp Literacy]	3
OR		
Art 215	Or Art 315 Computer Graphics	3
Art	Art History **	3
		<b>16</b>

<b>2nd Semester</b>		
Art 110	Art Appreciation	3
Art 211	Beginning Sculpture*	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Soc 110 Intro to Sociology]	3
Art 232	Beginning Painting	3
		<b>17</b>

**Junior Year**

<b>1st Semester</b>		
Foreign Language		3
CORE	[Mus 110 Music Apprec]	
OR		
CORE	[Th 110 Theatre Apprec]	3
Comm 305	Intercultural Comm	
OR		
Anth 342	Comparative Cultures	
OR		
GB 310	International Business	3
Art 300	Advanced Drawing	
OR		
Art 421	Life Drawing	3
Art	Art History**	3
		<b>15</b>

<b>2nd Semester</b>		
Art	Art History**	3
Art 310	Watercolor	3
Art 312	Beginning Printmaking*	3
Foreign Language		3
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
		<b>15</b>

**Senior Year**

<b>1st Semester</b>		
Art 490	Senior Exhibit*	2
CORE	[Eng 281/282 American Lit]	3
Art	Electives***	2
CORE	[Econ 180 Amer Econ Sys]	3
Foreign Language		3
		<b>13</b>

<b>2nd Semester</b>		
Art	Art History**	3
Art	Electives***	3
Electives	Approved by the adviser***	6
	Foreign Language	3
		<b>15</b>

\*See Prerequisites

\*\*9 hours required-select from Art 301, 302, 303 or 304 Art History

\*\*\*Select from 300 or 400 level courses

[Department Recommendations]

**Bachelor of Arts**

**Art Major** Major Code 1003

**Emphasis II: Graphic Communications**

**Freshman Year**

<b>1st Semester</b>		
Course		Hours
Art 101	Basic Design	3
Art 130	Beginning Drawing	3
CORE	[Eng 101 Comp I]	3
CORE	[Math 125 Cont Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Psy 120 College Orient]	1
		<b>15</b>

<b>2nd Semester</b>		
Art 105	Design & Color Theory	3
CJAd 210	Basic Photography	3
CORE	[Eng 102 Comp II]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

**Sophomore Year**

<b>1st Semester</b>		
Art 320	Basic Form	3
Art 240	Typography & Lettering	3
Art 215	Computer Graphics***	3
CORE	[Bio 101 General Biology]	4
CORE	[Eng 271/272 English Lit]	3
		<b>16</b>

<b>2nd Semester</b>		
Art 232	Beginning Painting	3
OR		
Art 310	Watercolor	
Art 300	Advanced Drawing*	3
OR		
Art 412	Life Drawing*	
Art 315	Computer Graphics***	3
CORE	[Phys 100 Phys Sci]	5
		<b>14</b>

**Junior Year**

<b>1st Semester</b>		
CORE	[Hist 120 U.S. History]	3
Art 110	Art Appreciation	3
CORE	[Eng 281/282 American Lit]	3
Art 325	Graphic Communication I*	3
Foreign Language		3
		<b>15</b>

<b>2nd Semester</b>		
Art	Art History**	3
Art 312	Beginning Printmaking*	3
Art 350	Graphic Communication II*	3
Foreign Language		3
CORE	[Soc 110 Intro to Sociology]	3
		<b>15</b>

**Senior Year**

<b>1st Semester</b>		
Art	Art History**	3
Art 490	Senior Exhibit*	2
Art 425	Graphic Communication III*	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
Art Elective		2
Foreign Language		3
		<b>16</b>

<b>2nd Semester</b>		
Art	Art History**	3
Art 450	Graphic Communication IV*	3

CORE	[Econ 180 Amer Econ Sys]	3
Art Elective		2
Foreign Language		3
		<b>14</b>

\* See Prerequisites

\*\*9 hours required—select from Art 301, 302, 303, or 304 Art History

\*\*\*Satisfies departmental requirement for a computer application course.

[Department Recommendations]

### Bachelor of Science in Education

Major Code 0831

**Art Major (Plan B)**

**Single Teaching Field**

**Grades K-12 Certification**

#### Freshman Year

1st Semester		Hours
Course		
Educ 100	Orientation to Education I	1
Psy 100	General Psychology	3
Art 101	Basic Design	3
CORE	[Eng 101 Comp II]	3
CORE	[Math 125 Cont Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Psy 120 College Orientation]	1
		<b>16</b>

#### 2nd Semester

Art 110	Art Appreciation	3
Art 130	Beginning Drawing	3
Art 105	Design & Color Theory	3
CORE	[Comm 100 Oral Comm]	3
CORE	[Eng 102 Comp II]	3
CORE	[Kine 101 Physical Activity]	1
Psy 305	Child/Adolescent Development	3
		<b>19</b>

#### Sophomore Year

1st Semester		
<i>Take C-Base test.</i>		
Educ 200	Orientation to Education II	1
Art 200	Arts & Crafts	3
Art 220	Art Education	2
Art	Elective *****	3
CORE	[Bio 101 General Biology]	4
CORE	[Hist 110 U.S. History]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
		<b>19</b>

#### 2nd Semester

*Apply for admission to Teacher Education.*

Educ/Psy 302	The Exceptional Child	2
Educ 301/401	Computer Software***	3
<i>If computer literacy requirement is not met in the specialty department.</i>		
Art 230	Basic Form	3
Art 232	Beginning Painting*	3
CORE	[Eng 281/282 American Lit]	3
CORE	[Phys 100 Fund of Phys Sci]	5
		<b>19</b>

#### Junior Year

1st Semester

*Pass media competencies.*

Psy 310	Educational Psychology	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2

Note: See Ed 420 below\*\*\*\*

Art	Art History**	3
Comm 305	Intercultural Comm	
OR		
Anth 342	Comparative Cultures	
OR		
GB 310	International Business	3
		<b>16</b>

#### 2nd Semester

Educ 422	Tch Reading in the Sec Sch	2
Art 120	Beginning Ceramics	3
OR		
Art 211	Beginning Sculpture	
Art	Art History**	3
Art 312	Beginning Printmaking*	3
Art 300	Advanced Drawing*	3
OR		
Art 421	Life Drawing*	
ORE	[Econ 180 Amer Econ Sys]	3
		<b>17</b>

#### Senior Year

1st Semester

*Apply for student teaching. All course work must be completed except for professional semester courses.*

Art	Art History**	3
Art 490	Senior Exhibit*	2
Art	Elective	6
CORE	[Eng 271/272 English Lit]	3
CORE	[Hist 120 U.S. History]	3
		<b>17</b>

#### 2nd Semester

Educ 337	Tchng Art in the Sec Sch	2
Educ 402	Foundations of Educ	2
Educ 432	Critical Issues	2
<b>Select one:</b>		
Educ 412	Indivi Curri Dev (2)	
OR		
Educ 420	Intro to Counseling**** (3)	
OR		
Psy 412	Meas & Eval (2)	2-3
Educ 464	Student Teaching K-12	8
		<b>16-17</b>

\*See Prerequisites

\*\*9 hrs. required—select from Art 301, 302, 303, or 304 Art History

\*\*\*Satisfies departmental requirement for a computer application course

\*\*\*\*Offered at night only. Must be taken the semester prior to student teaching.

[Departmental Recommendations]

\*\*\*\*\* Choose from the following courses: Art 215 Computer Graphics, Art 240 Typography, Art 315 Computer Graphics. After accumulating 21 hrs. in art, students must make application for their Junior Review via their adviser.

Consult catalog for requirement for Plan A (Art instruction/certification for one of two teaching fields).

#### For additional information contact:

Mr. Nick Kyle

Office: Art Building 303

Phone: 417.625.3045

Email: kyle-n@mssu.edu

## Course Descriptions

- Art 101 (F and/or S)** 3 hrs. cr.  
**Basic Design**  
 Foundation studio course that incorporates principles and elements of design in solving studio problems. Six studio hrs. per week. Lab fee required.
- Art 105 (F and/or S)** 3 hrs. cr.  
**Design and Color Theory**  
 Foundation studio course dealing with the theories, problems and applications of color. Six studio hrs. per week. Lab fee required.
- Art 110 (F, S)** 3 hrs. cr.  
**Art Appreciation**  
 A survey designed to increase appreciation of the visual arts through readings, slide lectures, library research, and visits to the George A. Spiva Center for the Arts. Development of the cognitive and critical processes as they relate to the visual arts are emphasized. Recommended toward meeting Core Curriculum requirements for non-art majors.
- Art 120 (F and/or S)** 3 hrs. cr.  
**Beginning Ceramics**  
 Methods and techniques of throwing and/or hand building including glazing and firing. Six studio hrs. per week. Lab fee required.
- Art 130 (F and/or S)** 3 hrs. cr.  
**Beginning Drawing**  
 Development of perceptual and structural drawing skills through the study of line, value, perspective, and composition using various media. Six studio hrs. per week. Lab fee required.
- Art 200 (F or S)** 3 hrs. cr.  
**Arts & Crafts**  
 Basic crafts survey exploring materials and processes of traditional and contemporary handicrafts.
- Art 205 (F and/or S)** 3 hrs. cr.  
**Beginning Jewelry Design/Metalsmithing**  
 Creative exploration of design fabrications, casting, and forging processes. Six studio hrs. per week. Lab fee required. Prerequisite: Art 101 or approval of instructor.
- Art 211 (F and/or S)** 3 hrs. cr.  
**Beginning Sculpture**  
 Exploration of forming methods involving wood, clay, plaster, and mixed media with emphasis on additive and subtractive techniques. Six studio hrs. per week. Lab fee required. Prerequisite: Art 101 and Art 230, or approval of instructor.
- Art 215 (F)** 3 hrs. cr.  
**Computer Graphics - Publishing**  
 Introduction to InDesign and Illustrator programs on the Macintosh platform. Students will study desktop publishing, page layout, proper use of type and images. File and disk management, memory, storage and scanning will be included. Six studio hours per week. Lab fee required.
- Art 220 (F, S)** 2 hrs. cr.  
**Art for the Elementary School Teacher**  
 Art theory and experiences, curriculum theory and appropriate materials, objectives, methods, activities, and resources preparatory to instruction of elementary school students. Lecture, discussion, and studio. Required for both elementary education majors and secondary art education majors. Lab fee required.
- Art 230 (F and/or S)** 3 hrs. cr.  
**Basic Form**  
 Studio exploration of the relationships of parts to form. Projects include two and three dimensional problems. Six studio hrs. per week. Lab fee required.
- Art 232 (F and/or S)** 3 hrs. cr.  
**Beginning Painting**  
 Procedures, techniques, historical processes, and basic fundamentals of painting with acrylic. Six studio hrs. per week. Lab fee required. Prerequisite: Art 101, 105 and Art 130.
- Art 240** 3 hrs. cr.  
**Typography and Lettering**  
 A studio course introducing the art of lettering/typography. Designed to develop the skills needed to competently use the tools, materials and methods employed by professionals in rendering layouts and comprehensives. All assignments use lettering or typography as the primary design element. Prerequisite: Art 101 and Art 130. Six studio hrs. per week. Lab fee required.
- Art 300 (F and/or S)** 3 hrs. cr.  
**Advanced Drawing**  
 Advanced investigation of various drawing elements including compositions, structure, and aesthetics. Six studio hrs. per week. Lab fee required. May be repeated for a total of 6 credit hrs. Prerequisite: Art 101, Art 105 and Art 130 or approval of instructor.
- Art 301 (S, Odd)** 3 hrs. cr.  
**Art History, Prehistoric Through Gothic**  
 Historic survey of the visual arts from prehistoric through the Middle Ages. Primarily in the Near East, North Africa and Europe.
- Art 302 (F, Odd)** 3 hrs. cr.  
**Art History, Renaissance Through Baroque**  
 Historical survey of the visual arts of Europe from the Early Renaissance through the Baroque and Rococo. Comparative study of other cultures included.
- Art 303 (S, Even)** 3 hrs. cr.  
**Art History, 19th Century**  
 Historic survey of the visual arts of Western Europe and the United States focusing primarily upon the styles of Neo-Classicism, Romanticism, Realism, Impressionism, and Post-Impressionism.
- Art 304 (F, Even)** 3 hrs. cr.  
**Art History, 20th Century**  
 Study of the mainstreams of Western Art in Europe and the United States, including its sources and influences. Emphasis placed on the succession of modernist art movements in France and Germany from 1900 to 1945 and in the United States from 1945 to present.
- Art 310 (F or S)** 3 hrs. cr.  
**Transparent Watercolor**  
 Techniques and aesthetic processes of watercolor painting using landscape, figures, and still lifes as subjects. Six studio hrs. per week. Lab fee required. May be repeated for a total of six credit hrs. Prerequisite: Art 101, Art 105, and Art 130 or permission of instructor.
- Art 312 (F and/or S)** 3 hrs. cr.  
**Introduction to Printmaking**  
 Introduction to the printmaking tools, materials, techniques, and process of the (1) Collograph; (2) Intaglio: etching, drypoint, aquatint, and softground; (3) Lithography; (4) Monotype and monoprint; (5) Relief: woodcut, linocut. Emphasis on drawing and designing. Studio hrs. per week. Lab fee required. Prerequisite: Art 130.
- Art 315 (S)** 3 hrs. cr.  
**Computer Graphics - Imaging and Web Design**  
 Introduction to GoLive and Photoshop programs used on a Macintosh platform. Students will study photo editing, creative illustration, and web design. Six studio hours per week. Lab fee required.

## 60 / Art, Biology

**Art 321 (F and/or S)** 3 hrs. cr.  
**Advanced Sculpture**  
 Extension of Beginning Sculpture with introduction to the lost wax technique of casting bronze sculpture. Each student is permitted to cast one piece per semester. Six studio hours per week. Lab fee required. May be repeated for a total of 6 credit hours Prerequisite: Art 211.

**Art 322 (F and/or S)** 3 hrs. cr.  
**Advanced Sculpture**  
 Continuation of Art 321. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours

**Art 325 (F)** 3 hrs. cr.  
**Graphic Communications I**  
 Introduction to commercial art with an emphasis on the recognition, duplication, function and aesthetic use of typography/pictorial images as a visual language. Includes lettering, layout and type/image relationships. Six studio hours per week. Lab fee required. Prerequisite: Art 101, Art 105 Art 130, Art 215, Art 315, and Art 240.

**Art 330 (F and/or S)** 3 hrs. cr.  
**Advanced Jewelry Design/Metalsmithing**  
 Exploration of advanced methods and techniques of complex forms for jewelry and metalsmithing design. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours Prerequisite: Art 205 or approval of instructor.

**Art 350 (S)** 3 hrs. cr.  
**Graphic Communications II**  
 Continued study of Graphic Communications I with an emphasis on the design and preparation of two-dimensional projects for printing and/or video reproduction. Includes an introduction to the development of an individual portfolio. Six studio hours per week. Lab fee required. Prerequisite: Art 325.

**Art 401 (F and/or S)** 3 hrs. cr.  
**Advanced Painting**  
 Students select an individual problem for self-development using a variety of media. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: Art 232.

**Art 407 (F and/or S)** 3 hrs. cr.  
**Advanced Ceramics**  
 Advanced methods, techniques and procedures of pottery making and design in clay. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: Art 120 or approval of instructor.

**Art 420 (F and/or S)** 3 hrs. cr.  
**Special Projects in Art I**  
 Advanced studio survey selected by the student in a particular area of art. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper documenting the special project(s). Prerequisite: Completion of 2 advanced courses in the same area of concentration and approval of instructor and department head. Lab fee required. May be repeated for a total of 6 credit hours.

**Art 421 (F and/or S)** 3 hrs. cr.  
**Life Drawing**  
 Drawing and/or painting the human figure with emphasis on anatomy, structure and form. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisites: Art 101, Art 105 and Art 130.

**Art 425 (F)** 3 hrs. cr.  
**Graphic Communications III**  
 Continued study of Graphic Communications II with an emphasis on the design and preparation of two and three-dimensional projects for printing and/or video reproduction. Includes an introduction to computer-aided graphic techniques and equipment. Six studio hours per week. Lab fee required. Prerequisite: Art 350.

**Art 430 (F and/or S)** 3 hrs. cr.  
**Advanced Printmaking**  
 Stencils (silkscreen), lithographic, advanced intaglio, relief, and monoprint processes. Advanced studio methods for color registration and mixed media procedures. Emphasis on design, drawing concept, technical proficiency, and presentation. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: Art 312 or approval of instructor.

**Art 440 (F and/or S)** 3 hrs. cr.  
**Special Projects in Art II**  
 Same as Art 420. May be repeated for a total six credit hours. Lab fee may be required.

**Art 450 (S)** 3 hrs. cr.  
**Graphic Communications IV**  
 Advance study of graphic design layout, production, and/or video reproduction. Includes advanced projects with computer-aided graphic techniques and equipment. Completion of an individual portfolio is required. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: Art 425.

**Art 475 (Demand)** 1-8 hrs. cr.  
**Graphic Communications Internship**  
 An off-campus work experience in a professional setting for advanced art majors with a graphic communications emphasis. All internships must conform to institutional policy regarding the number of hours per credit and with contractual agreements involving the cooperating organization. Prerequisite: six hours of graphic communications, junior standing or above, and approval of departmental committee.

**Art 490 (F)** 2 hrs. cr.  
**Senior Exhibit**  
 Prepares senior art majors for their exhibit which is normally scheduled during spring in the Spiva Art Gallery. One hr. lecture, two hours of studio per week. Prerequisite: Senior standing and permission of the Junior Review Committee.

**Art 498** 1-3 hrs. cr.  
**Special Topics in Art**  
 For upper division Art majors or related majors. Topics and methods of current interest not included in other courses. Enrollment by permission of instructor or department head. Prerequisites to be determined by Art Department.

**Art 499 (F and/or S)** 1-3 hrs. cr.  
**Independent Study**  
 An in-depth study of some specialized topic or project not considered in the art department course offerings. An adviser from the art faculty will structure the independent study with the approval of the department head. Prerequisite: At least 90 hours completed and an overall cumulative GPA of 3.0 or higher. Enrollment must be approved by the department head and school dean.

## BIOLOGY

Reynolds Hall 210, 417.625.9376

**Faculty** Wells - Head, Bay, Black, Fletcher, Heth, Jackson, Kennedy, Lawson, Lemmons, Plucinski, Roettger, Schlink

A Bachelor of Science in Biology will prepare students for diverse career options. Biology majors will enter fields such as biotechnology and bioinformatics, ecology and conservation biology, basic research, as well as health related professional careers in medicine, dentistry, optometry, veterinary medicine, pharmacy, and physical therapy.

Students interested in education may pursue the Bachelor of Science in Education with a major in unified science, biology endorsement. Completion of this program qualifies you to teach introductory level courses in biology, chemistry, earth science and physics, and to teach advanced courses in biology at the secondary level.

Internships are encouraged for biology majors. These internships allow the students to gain practical experience in a work or research setting. Students work under the joint supervision of a faculty member and a representative of the institute providing the intern experience.

### Bachelor of Science with a Major in Biology

(Major Codes 0401-0409)

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>39</b>
<b>Biology Requirements</b>	<b>40</b>
Bio 112 General Botany	4
Bio 122 General Zoology	4
Bio 210 Molecular Biology (WI)	4
Bio 231 General & Medical Microbiology	5
Bio 305 Genetics (WI)	4
Bio 402 General Ecology (WI)	
OR	
Bio 481 Aquatic Ecology (WI)	4
Bio Electives (200 level or higher)	15
<b>Supporting Requirements</b>	<b>25</b>
Math 140 Algebra & Trig ( <i>Math 130 + Math 135 = Math 140</i> )	
OR	
Math 150 Calculus with Analytic Geometry I	5
Chem 101 General Chemistry I	5
Chem 102 General Chemistry II	5
Chem 301 Organic Chemistry I	5
Phys 151 Elementary College Physics I	5
<b>Electives</b>	<b>20</b>
	<b>124**</b>

\*Required courses in biology, chemistry, mathematics and physics satisfy major requirements and 12 hours of the Core Curriculum.

\*\*Must include at least 40 upper division (300 - 400 level) hrs. Although not required for the B.S. in Biology, some students may need additional courses to meet admission requirements for professional or graduate school. Students should contact their adviser and prospective professional or graduate school for information regarding the specific courses required.

### Bachelor of Science in Biology and Computer Information Science

Bioinformatics Option

(Major Code 0410)

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>39</b>
<b>Biology Core</b>	<b>33</b>
Bio 101 General Biology	4
Bio 210 Molecular Biology (WI)	4
Bio 231 General & Medical Microbiology	5

Bio 305 Genetics (WI)	4
Bio 405 Bioinformatics	3
Bio Upper Division Electives**	13
<b>CIS Core</b>	<b>33</b>
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 302 Information System I	3
CIS 310 Database Management System I	3
CIS 315 Computer Networks	3
CIS 345 UNIX System Administration	3
CIS 350 Data Structures	3
CIS 410 Information System II (WI)	3
CIS 425 Database Management II (WI)	3
CIS 435 Data Mining	3
CIS 450 Operating Systems (WI)	3
<b>Supporting Requirements</b>	<b>18</b>
Bio 290 Research/Statistical Methods (WI)	3
Chem 100 Introductory Chemistry	5
Math 140 Algebra and Trigonometry	5
Phys 151 Elementary College Physics I	5
<b>Electives</b>	<b>1</b>
	<b>124</b>

\*Required courses in biology, chemistry, mathematics, and physics satisfy major requirements and 12 hours of the Core Curriculum.

\*\*Chose from the following courses: Bio 301, Bio 304, Bio 308, Bio 350, Bio 362, Bio 364, Bio 371, Bio 431, Bio 440, Bio 442, Bio 450, Bio 456, and Bio 499.

Only computer information science courses in which a student has earned a grade of "C" or above can be used to satisfy departmental requirements.

### Bachelor of Science in Education with a Major in Unified Science, Biology Endorsement

(Major Code 9037)

	Semester Hours
<b>Core Requirements (p. 32)</b>	<b>36</b>
<b>Educ 301 Use of Computer Software in the Classroom</b>	<b>3</b>
<b>Biology Requirements</b>	<b>35-38</b>
<b>Required Biology Courses</b>	<b>12</b>
Bio 121 Anatomy & Physiology I	4
Bio 112 General Botany	4
Bio 122 General Zoology	4
<b>Microbiology, Genetics, Cell Biology &amp; Biochem., and Evolution</b>	<b>16-18</b>
Bio 305 Genetics	4
Bio 210 Molecular Biology (4)	
OR	
Bio 364 Cellular Biology (3)	3-4
Bio 231 General and Medical Microbiology	5
Bio 221 Human Anatomy and Physiology II (5)	
OR	
Bio 301 Human Physiology (4)	
OR	
Bio 331 Comparative Vertebrate Anatomy (5)	4-5

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<b>Botany - select one:</b> .....	<b>3-4</b>
Bio 316 Economic Botany (3)	
Bio 322 Taxonomy of Flowering Plants (4)	
Bio 371 Plant Physiology (4)	
Bio 440 Plant Pathology (4)	

<b>Ecology - select one:</b> .....	<b>4</b>
Bio 312 Environmental Biology (4)	
Bio 402 General Ecology (4)	
Bio 481 Aquatic Ecology (4)	

<b>Supporting Requirements:</b> .....	<b>35</b>
Phil 420 Philosophy of Science	
OR	

Approved Substitute ..... 3

Math 140 Algebra and Trigonometry ..... 5  
(Math 130 + Math 135 = Math 140)

Chem 101 General Chemistry I ..... 5

Chem 102 General Chemistry II ..... 5

Phys 151 Elementary College Physics I ..... 5

Phys 152 Elementary College Physics II ..... 4

Geol 110 Introduction to Geology ..... 5

Geol 180 Introduction to Meteorology ..... 3

**Education Requirements (p. 189)** ..... **40-42**  
**149-154**

\*Required courses in biology, chemistry, mathematics, physics and psychology satisfy major requirements and 15 hrs. of the Core Curriculum.

### Bachelor of Science in Education with a Biology Certification

(Major Code 9041)

	<b>Semester Hours</b>
<b>Core Requirements (p. 32)</b> .....	<b>36</b>
<b>Educ 301 Use of Computer Software in the Classroom</b> .....	<b>3</b>

<b>Biology Requirements:</b> .....	<b>33-34</b>
<b>Animal Form and Function</b> .....	<b>13</b>

Bio 121 Anatomy & Physiology I .....	4
Bio 221 Anatomy & Physiology II .....	5
Bio 122 General Zoology .....	4

<b>Plant Form and Function</b> .....	<b>4</b>
Bio 112 General Botany .....	

<b>Cell Biology, Genetics, Evolution</b> .....	<b>12-13</b>
Bio 210 Molecular Biology (4) .....	

OR	
Bio 364 Cell Biology (3) .....	3-4
Bio 231 General and Medical Microbiology .....	5
Bio 305 Genetics .....	4

<b>Biology Elective - Environmental/</b>	
<b>Earth Science: select one:</b> .....	<b>4</b>

Bio 312 Environmental Biology (4) .....	
Bio 402 General Ecology (4) .....	
Bio 481 Aquatic Ecology (4) .....	

<b>Supporting Requirements:</b> .....	<b>23</b>
Phil 420 Philosophy of Science	
OR	

Approved Substitute .....	3
Math 140 Algebra and Trig .....	5
(Math 130 + Math 135 = Math 140)	
Chem 101 General Chemistry I .....	5

Chem 102 General Chemistry II .....	5
Phys 151 Elem College Physics I .....	5
Phys 152 Elem College Physics II .....	4
<b>Education Requirements (p. 189)</b> .....	<b>40-42</b> <b>136-138</b>

\*Required courses in biology, chemistry, mathematics, physics and psychology satisfy major requirements and 15 hrs. of the Core Curriculum.

### Minor in Biology

Requires a minimum of 20 biology credit hours. At least six semester hours must be upper division (300-400 level) and at least 12 semester hours must be 200 level or above. Courses must be chosen in consultation with an academic adviser from the Department of Biology.

## Suggested Order of Study

### Bachelor of Science

Major codes 401, 408, 409;  
Pre-professional students (Major Codes 402-407) should see their adviser for specific courses required for graduate or professional school.

### Biology Major Freshman Year

1st Semester		Hours
Course		
Bio 122	General Zoology	4
Math 140	Algebra and Trig	5
CORE	[Eng 101 Comp I]	3
CORE	[Humanities and Fine Arts]	3
Psy 120	College Orientation	1
		<b>16</b>

2nd Semester		Hours
Chem 101	General Chemistry I	5
Bio 112	General Botany	4
CORE	[Eng 102 Comp II]	3
CORE	[Comm 100 Oral Comm]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

### Sophomore Year

1st Semester		Hours
Bio 231	General & Medical Microbiology	5
Chem 102	General Chemistry II	5
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
		<b>15</b>

2nd Semester		Hours
Bio 210	Molecular Biology	4
Chem 301	Organic Chemistry I	5
Bio	Biology Elective	4
CORE	[International Cultural Studies]	3
		<b>16</b>

### Junior Year

1st Semester		Hours
Bio 305	Genetics	4
Bio	Biology Elective	3-5
Phys 151	Elementary College Physics I	5
CORE	[Humanities and Fine Arts]	3
		<b>15-17</b>

2nd Semester		
Bio	Biology Elective	8-9
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
		<b>14-15</b>

<b>Senior Year</b>		
1st Semester		
CORE	[Hist 120 U.S. History]	3
CORE	[Behavioral Science]	3
Electives		9
		<b>15</b>

2nd Semester		
Bio	Upper Division Ecology	4
CORE	[Econ 180 Am Econ Sys]	3
Electives		8-9
		<b>15-16</b>

[Department Recommendations] -not necessarily in this order

**Bachelor of Science in Biology and  
Bachelor of Science in CIS –  
Bioinformatics Option**  
Major Code 410

**Freshman Year**

1st Semester		
Course		Hours
CIS 110	Programming I	3
Math 140	College Algebra & Trigonometry	5
Bio 101	General Biology	4
CORE	[Eng 101 Eng Comp I (WI)]	3
Psy 120	College Orientation	1
		<b>16</b>

2nd Semester		
CIS 210	Programming II	3
Bio 231	General & Medical Microbiology	5
Chem 100	Introductory Chemistry	5
CORE	[Eng 102 Eng Comp II (WI)]	3
		<b>16</b>

**Sophomore Year**

1st Semester		
CIS 310	Database Management Systems I	3
Bio 210	Molecular Biology (WI)	4
Phys 151	Elementary College Physics	5
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

2nd Semester		
CIS 302	Information Systems I	3
CIS 350	Data Structures	3
Bio 305	Genetics (WI)	4
CORE	[Hist 110 US History]	3
CORE	[Area 2A Fine Art]	3
		<b>16</b>

**Junior Year**

1st Semester		
CIS 345	UNIX System Admin	3
CIS 410	Information Systems II (WI)	3
Bio 290	Resch/Statistics in Biology	3
Bio	Upper Division Elective	4
CORE	[Area 2C Lit/Humanity]	3
		<b>16</b>

2nd Semester		
CIS 315	Computer Networks	3
Bio	Upper Division Elective	4

CORE	[Comm 100 Oral Comm]	3
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[PSc 120 Govt:US/St/Loc]	3
		<b>16</b>

**Senior Year**

1st Semester		
CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
Bio	Upper Division Elective	4
CORE	[Hist 120 US History]	3
CORE	[Area 5A International]	3
		<b>16</b>

2nd Semester		
CIS 425	Database Management Systems II (WI)	3
Bio 405	Bioinformatics	3
Bio	Upper Division Elective	1
CORE	[Area 2B Literature]	3
CORE	[Psy 100 Gen Psychology]	3
		<b>13</b>

**Bachelor of Science in Education**  
Major Code 9037  
**Unified Science with Biology Endorsement**

**Freshman Year**

1st Semester		
Course		Hours
Bio 121	Anatomy & Physiology I	4
CORE	[Eng 101 Comp I]	3
Math 140	Algebra & Trigonometry	5
Psy 100	General Psychology	3
Psy 120	College Orientation	1
		<b>16</b>

2nd Semester		
Bio 122	General Zoology	4
Bio 221	Anatomy & Physiology II	5
CORE	[Humanities and Fine Arts]	3
Chem 101	General Chemistry I	5
		<b>17</b>

**Summer Semester**

CORE	[Humanities & Fine Arts]	3
CORE	[Eng 102 Comp II]	3
		<b>6</b>

**Sophomore Year**

1st Semester		
<i>Take C-Base Test.</i>		
Bio 112	General Botany	4
Chem 102	General Chemistry II	5
CORE	[Kine 101 Physical Activity]	1
Geol 180	Introduction to Meteorology	3
Psy 301	Adolescent Psychology	3
		<b>16</b>

**2nd Semester**

<i>Apply for admission to teacher education.</i>		
Bio 231	General & Medical Microbiology	5
Bio 305	Genetics	4
Educ 301	Computer Software	3
Educ 302	[Psy 302] The Exceptional Child	2
CORE	[Hist 110 U.S. 1877-Present]	3
		<b>17</b>

**Summer Semester**

CORE	[Humanities and Fine Arts]	3
CORE	[Comm100 Oral Comm]	3
		<b>6</b>

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### Junior Year

#### 1st Semester

##### Pass Media Competencies.

Educ 329	Ped Theory, Methods & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
CORE	[Kine 103 Lifetime Wellness]	2
Psy 310	Education Psychology	2
Phil 402	Philosophy of Science	
OR		
Approved Substitute		3
Phys 152	Elementary College Physics II	4
		<b>19</b>

#### 2nd Semester

Bio	Ecology Elective	4
Bio 210	Molecular Biology	4
Bio	Botany Elective	3-4
Educ 422	Content Area Lit: Secondary	2
CORE	[Econ 180 Amer Econ System]	3
		<b>16-17</b>

#### Summer Semester

CORE	[Hist 320 U.S.1877-Present]	3
		<b>3</b>

### Senior Year

#### 1st Semester

Apply for student teaching. All course work must be completed except for Professional Semester courses.

Phys 151	Elementary College Physics I	5
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
Geo 110	Introductory to Geology	5
CORE	[International Cultural Studies]	3
		<b>16</b>

#### 2nd Semester

Educ 333	Teaching Science in Sec Sch	3
Educ 402	Foundations of Education	2
Educ 432	Critical Issues	2
Select One:		
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling (3)	
OR		
Psy 412	Measurements & Evaluations (2)	2-3
Educ 462	Student Teaching in Sec School	8
		<b>17-18</b>

[Department Recommendations] - not necessarily in this order

#### For additional information contact:

Dr. Scott Wells  
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Phone: 417.625.9510  
Email: wells-s@mssu.edu

ment and possible outcomes of these interactions. Three lectures, one two-hour lab per week. Fulfills Core Curriculum requirement in Area 3, Section A. Not for biology majors.

Bio 112 (F, S) 4 hrs. cr.

#### General Botany

The unifying principles of living organisms from cell structure and function to interactions within ecosystems are presented with an emphasis on photosynthetic organisms. These concepts are studied by examining the diversity of the plants, algae, and fungi found worldwide in terms of habit, habitat, morphology, anatomy, physiology, terminology, evolution, and classification. Three lectures, one three-hour lab per week.

Bio 121 (F, S) 4 hrs. cr.

#### Human Anatomy and Physiology I

The first in a two-course sequence in which human anatomy and physiology are studied using a body system approach. Includes the concept of scientific inquiry and the fundamental concepts of cell biology, cell metabolism, and genetics. Three lectures and one, two-hour lab per week. Fulfills the Core Curriculum requirements in Area 3, Section A for certain Allied Health, Environmental Health, Kinesiology, and Nursing majors.

Bio 122 (F, S) 4 hrs. cr.

#### General Zoology

The unifying principles of living organisms from single cells to interactions within communities and ecosystems are presented with emphasis on animals. Speciation, diversity, morphology, physiology, taxonomy, and conservation of all major animal phyla are examined. Three lectures, one three-hour lab per week.

Bio 201 (F,S) 4 hrs. cr.

#### Human Anatomy

A general treatment of human anatomy from the tissue through the organ system levels of organization. The lecture provides the conceptual and organizational framework for laboratory, which utilizes microscopy, dissection, anatomical models, and anatomical software. Three hours of lecture, one three-hour lab per week. Credit toward the biology major granted for one anatomy course: Bio 201 or 331. Prerequisite: Bio 101 or 122.

Bio 210 (F, S) 4 hrs. cr.

#### Molecular Biology

(Writing Intensive)

Physiological characteristics and function at the molecular levels of both plant and animal cells. Three lectures, one two-hour lab per week. Prerequisites: Bio 112 or 122 and Chem 102.

Bio 221 (F, S) 5 hrs. cr.

#### Human Anatomy and Physiology II

A continuation of Bio 121 - Anatomy and Physiology I. A systems approach will be used to emphasize the interrelationships between form and function at the gross and microscopic levels of human organization. Three lectures and two, two-hour labs per week. Prerequisite: Bio 121.

Bio 231 (F, S) 5 hrs. cr.

#### General and Medical Microbiology

Structure and function of microorganisms. Topics include general principles of microbiology, immunology, and identification of microorganisms. Three lectures, two two-hour labs per week. Prerequisites: Bio 112/122 (or Bio 121). Chem 100 or 101 strongly recommended.

Bio 240 (S) 3 hrs. cr.

#### Radiation Biology

Survey of various types of radiation affecting humans, the uses of radiation, and methods for monitoring radiation levels. Emphasis on the physiological damage that occurs to tissues following ionizing radiation. Three lectures per week. Prerequisites: Five hrs. of chemistry or acceptance into the School of Radiologic Technology.

## Course Descriptions

Bio 101 (F, S) 4 hrs. cr.

#### General Biology

General treatment of unifying principles of living organisms at the chemical, cellular, organismic, and population levels of organization including cell structure and function, metabolism, genetics, evolution and ecology. Emphasis will be placed on biological principles as they relate to humans, stressing how humans interact with their environ-

**Bio 261 (Demand)** 3 hrs. cr.  
**Animal Nutrition**  
 Fundamental principles of animal nutrition with special emphasis given to applied nutrition and life-cycle feeding of domestic animals. Three lectures per week. Prerequisite: Bio 210.

**Bio 290 (F, Even)** 3 hrs. cr.  
**Research and Statistical Methods in Biology** (Writing Intensive)  
 Develops literature research, experimental design, and statistical analysis skills required in biology and environmental health. Students learn both mathematical foundations and software applications of statistical methods. Students develop a research question, search literature, design a study, and write a proposal. Prerequisites: Bio 112/122 (or Bio 101) and Math 140.

**Bio 298 (Demand)** 1-5 hrs. cr.  
**Topics in Biology**  
 Designed to give instruction in some discipline of biology not covered in other courses. Prerequisites to be determined by department.

**Bio 300 (S, Even)**  
**Evolution**  
 Course designed to enhance the understanding and appreciation of the modern scientific theory of evolution. Evidence and mechanics of evolution exemplified by molecular biology, systematics, genetics, and population ecology will be included as well as samples of current evolutionary research. Prerequisites: Bio 112/122 (or Bio 101).

**Bio 301 (F)** 4 hrs. cr.  
**Human Physiology**  
 A general treatment of normal human physiology which emphasizes physiological control and homeostasis at the organ system level of organization. Lecture focuses on physiological processes and concepts; the lab emphasizes the measurement of physiological variables. Three lectures, one three-hour lab per week. Credit toward the biology major granted for one physiology course: Bio 221, 301, or 431. Prerequisite: Bio 122 or Bio 201.

**Bio 303 (Demand)** 3 hrs. cr.  
**Computer Applications in Biology**  
 Explores ways in which microcomputers are used to better understand and study biological phenomena. The course develops technical expertise that is required in research, graduate school, teaching, and other career fields. Satisfies the computer literacy requirement for environmental health majors. Prerequisites: Bio 112/122 (or Bio 101).

**Bio 304 (F, Odd)** 3 hrs. cr.  
**Geographic Information Systems**  
 Explores the expanding use of Geographic Information Systems (GIS) in ecology, environmental health, and related fields. Satisfies the computer literacy requirement for environmental health majors. Prerequisites: Bio 112/122 (or Bio 101). (Cross-listed in *Environmental Health*)

**Bio 305 (F, S)** 4 hrs. cr.  
**Genetics** (Writing Intensive)  
 Introduction to principles of heredity, gene structure, expression, and regulation. Emphasis on cytological and molecular approaches to nucleic acid replication, transcription, translation, and other genetic mechanisms. Lab exercises illustrate genetic principles and techniques used in modern genetic research. Three lectures, one two-hour lab per week. Prerequisite: Bio 112/122.

**Bio 308 (F,S)** 4 hrs. cr.  
**Pathophysiology**  
 Altered physiological states, the cellular manifestations and causes of disease, and adaptation to the alterations. Three lectures, one three-hour lab per week. Prerequisite: Bio 221 or 301.

**Bio 312 (Demand)** 4 hrs. cr.  
**Environmental Biology** (Writing Intensive)  
 Environmental factors and their interactions with living organisms.

Emphasis on human ecology and wise natural resource utilization. Three lectures, one two-hour lab per week. Prerequisite: Bio 101 or 121. (Cross-listed in *Environmental Health*)

**Bio 316 (F)** 3 hrs. cr.  
**Economic Botany**  
 Economic uses of plants in the past, present, and future. Emphasis on economic aspects of plants in medicine, agriculture, horticulture, and industry. Includes the history of plant domestication facilitated by natural selection and purposeful breeding and an overview of plant chemistry, morphology, and reproduction pertinent to economics. Prerequisites: Bio 112.

**Bio 322 (S)** 4 hrs. cr.  
**Taxonomy of Flowering Plants**  
 Relationships among selected plant groups with emphasis on classification and descriptions of taxa, nomenclature, and concepts concerning the evolutionary sequence of various plant characters. Southwestern Missouri flora emphasized. Two lectures, two two-hour labs per week. Prerequisite: Bio 112.

**Bio 331 (F)** 5 hrs. cr.  
**Comparative Vertebrate Anatomy**  
 Fundamental course designed to enhance understanding and appreciation of the structure and adaptations of vertebrates. Emphasis on evolution and the relationship between structure and function. Two lectures, two three-hour labs per week. Credit toward the biology major granted for one anatomy course: Bio 201 or 331. Prerequisite: Bio 122.

**Bio 332 (F, Even)** 4 hrs. cr.  
**Introduction to Entomology**  
 Collecting methods, taxonomy, life history, morphology, and evolution of insects. Three lectures, one three-hour lab per week. Prerequisite: Bio 122.

**Bio 350 (F, Odd)** 2 hrs. cr.  
**Techniques in Microbiology**  
 Training in techniques in microbiology through analysis of bacterial antibiotic resistance patterns and their medical ramifications. Includes the origin, incidence, effects, and prevention of antibiotic resistance. Prerequisite: Bio 231.

**Bio 352 (Demand)** 1-4 hrs. cr.  
**Biomes**  
 An in-depth study of a selected ecosystem. The interactions between plants and animals with their abiotic environment are studied in the classroom and during an extended field trip usually lasting one week or more. The habitat chosen for study varies from year to year and some trips require physical conditioning or specialized training. Living conditions range from primitive to reasonably comfortable dormitories. Students are required to bear the cost of the trip. Prerequisites: Bio 112/122 and permission.

**Bio 361 (Demand)** 4 hrs. cr.  
**Parasitology**  
 Systematic investigation of the numerous parasites found in vertebrates. Emphasis on life cycles of parasites that infect humans and domestic animals. Three lectures, one three-hour lab per week. Prerequisite: Bio 122.

**Bio 362 (F, Even)** 4 hrs. cr.  
**Virology**  
 Structure, classification, and life cycles of bacterial, animal, and plant viruses, their significance in disease (including cancer) and the use of viruses in modern biological research. The laboratory will stress the cultivation of viruses in bacterial and other cells. Three lectures, one three-hour lab per week. Prerequisites: Bio 231.

**Bio 364 (F, Odd)** 3 hrs. cr.  
**Cell Biology**  
 A current perspective on cell biology will be addressed by examining various aspects of cell structure and function. Emphasis will be on communication and regulation mechanisms in both normal and

abnormal states. In addition, the historical aspects of cell biology research and the techniques used by researchers will be discussed. Specific topics will be chosen each semester depending on current research with the use of primary literature to illustrate important concepts. Prerequisite: Bio 210.

**Bio 370 (S)** 3 hrs. cr.  
**Environmental Health**

Contemporary environmental health problems and public protection measures, including public health disease prevention and environmental health hazards. Three lectures per week. Prerequisite: Bio 101 or 121. (Cross-listed in Environmental Health)

**Bio 371 (F, Odd)** 4 hrs. cr.  
**Plant Physiology**

Introduction to plant physiology emphasizing a review of the cell, plant biochemistry, regulation of plant development, and factors producing physiological stress in plants. Three lectures, one two-hour lab per week. Prerequisites: Bio 112 and 210.

**Bio 380 (S, Odd)** 3 hrs. cr.  
**Epidemiology**

Introduction to the concepts, principles and methods useful in the surveillance and investigation of communicable disease. Prerequisites: Bio 101 or 121 or Bio 112/122. (Cross-listed in Environmental Health)

**Bio 402 (F)** 4 hrs. cr.  
**General Ecology** (Writing Intensive)

Study of plant and animal communities and their interaction within the environment. Emphasis on flora and fauna of Southwest Missouri and soils, climate and other major environmental factors responsible for the distribution and association of plants and animals. Three lectures, one three-hour lab per week. Prerequisites: Bio 112 and 122.

**Bio 405 (S, Even)**  
**Bioinformatics**

Introduction to the principles and procedures used to obtain and synthesize information from DNA databases. Topics and techniques presented will include similarity searching and determination of homology, alignment, and phylogeny of DNA sequences. This course is offered as part of an interdisciplinary Bioinformatics option that includes courses in Computer Information Science and Biology, but is not limited to these students. Prerequisites: Bio 305 and CIS 110.

**Bio 422 (Demand)** 5 hrs. cr.  
**Invertebrate Zoology**

Classification, morphology, physiology, development, and evolution of invertebrate animals. Three lectures, two two-hour labs per week. Prerequisite: Bio 122.

**Bio 431 (Demand)** 4 hrs. cr.  
**Animal Physiology**

Comparative approach to the physiology of animals with emphasis on laboratory studies of both mammalian and non-mammalian vertebrates. Three lectures, one three-hour lab per week. Credit toward the biology major granted for only one physiology course: Bio 301 or Bio 431.

**Bio 433 (S, Even)** 4 hrs. cr.  
**Histology**

Detailed study of microscopic structure of animal tissues and organs with special emphasis on mammalian tissue. Three lectures, one three-hour lab per week. Prerequisite: Bio 201 or 331.

**Bio 440 (S, Odd)** 4 hrs. cr.  
**Plant Pathology**

Historical significance of plant pathology, the physiological response of plants to abiotic factors, the anatomical, and physiological aspects of plant susceptibility to disease and examples of management systems. Includes major diseases caused by bacteria, fungi and viruses. Three lectures, one two-hour lab per week. Prerequisite: Bio 112.

**Bio 442 (S, Odd)** 5 hrs. cr.

**Pathogenic Bacteriology**

A study of the structure, identification and pathology of the infectious bacteria. Three lectures, two two-hour labs per week. Prerequisite: Bio 231.

**Bio 450 (F, S)** 1-4 hrs. cr.  
**Internship in Biology**

In conference with a departmental board a half semester in advance, the student shall elect to work and observe in any area of applied biology in which on-the-job experience would be beneficial to the student's training. Course can be repeated, but a maximum of 4 credit hours can be used to meet the biology major requirements. Prerequisites: Junior standing or above in biology with a minimum of 20 biology hours and 20 upper division hours.

**Bio 456 (S, Even)** 4 hrs. cr.  
**Immunology**

Cellular and molecular basis of the immune response in vertebrates including structure, induction, and regulation of the immune response. Autoimmune disorders, vaccines, transplantation, and diagnostic immunology will also be presented. The laboratory will stress the induction and manipulation of the immune response. Three lectures, one three-hour lab per week. Prerequisites: 231.

**Bio 481 (S)** 4 hrs. cr.  
**Aquatic Ecology** (Writing Intensive)

Analysis of components of freshwater systems, both impoundment and stream environments. Three lectures, one two-hour lab per week. Prerequisite: Bio 112/122.

**Bio 490 (Demand)** 1 hr. cr.  
**Seminar**

Faculty supervised discussion group and critical review of current topics in biology. Students will present reviews in selected topics. One meeting per week. Prerequisites: For upper division biology majors. May be repeated for additional credit.

**Bio 498 (Demand)** 1-5 hrs. cr.  
**Advanced Topics in Biology**

Designed to give advanced instruction in some discipline of biology not covered in other courses. For upper division majors. Prerequisites to be determined by department.

**Bio 499 (F, S)** 1-3 hrs. cr.  
**Independent Research in Biology**

Individual work under the supervision of a faculty member, with the credit and hours to be arranged. Research may be undertaken in any field of biology, with adequate preparation and the consent of the supervising instructor, department head, and school dean. Prerequisite: Minimum GPA of 3.0 with 90 credit hours completed.



**Faculty** Sloan - Head, Albright, Archer, Garoutte, Mosher, Summerfield

Chemistry graduates will find an impressive array of options and exciting opportunities in fields such as basic research, environmental protection, instrumentation, new product and process development, technical marketing, market research,

forensic chemistry, teaching at all levels, and information science. Moreover, an education in chemistry is valuable in health sciences such as medicine, pharmacology, clinical chemistry, and industrial hygiene. The first step into a future in chemistry is a formal education. Since chemistry is such a broad field and holds diverse career opportunities, students should plan their education with a goal in mind.

### Bachelor of Arts with a Major in Chemistry

Major Code 1906

	Semester Hours
<b>Core Requirements (p. 32)</b> .....	<b>51*</b> 43
<b>Foreign Language (four courses in one language)</b> .....	<b>12</b>
<b>Chemistry Requirements</b> .....	<b>31</b>
Chem 101 General Chemistry I** .....	5
Chem 102 General Chemistry II** .....	5
Chem 201 Analytical Chemistry I** .....	5
Chem 320 Computer Applications in Chemistry* ..	2
AND BOTH	
Chem 301 Organic Chemistry I .....	5
Chem 302 Organic Chemistry II .....	5
AND	
Upper Division Chemistry Electives (4 hrs.) .....	4
OR BOTH	
Chem 301 Organic Chemistry I .....	5
Chem 421 Analytical Chemistry II .....	5
AND	
Upper Division Chemistry Electives (4 hrs.) .....	4
<b>Supporting Requirements</b> .....	<b>14</b>
Phys 151 Elementary College Physics I** .....	5
Phys 152 Elementary College Physics II** .....	4
Math 150 Calculus with Analytic Geom I** .....	5
<b>Electives</b> .....	<b>24</b>
	<b>124***</b>

\*Required chemistry, physics, and mathematics courses satisfy major requirements and 8 hours of the Core Curriculum.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

Note: A Bachelor of Arts degree in chemistry is for students who need some knowledge of chemistry as a basis for work in other fields but who do not expect to become professional chemists.

### Bachelor of Science with a Major in Chemistry

Major Code 1905

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>43</b>
<b>Chemistry Requirements</b> .....	<b>35</b>
Chem 101 General Chemistry I** .....	5
Chem 102 General Chemistry II** .....	5
Chem 201 Analytical Chemistry I** .....	5
Chem 301 Organic Chemistry I** .....	5
Chem 302 Organic Chemistry II** .....	5
Chem 320 Computer Applications in Chemistry* ..	2
Chem 401 Physical Chemistry I** .....	4
Chem 402 Physical Chemistry II** .....	4

<b>Supporting Requirements</b> .....	<b>20</b>
Phys 250 General Physics I** .....	2
Phys 260 General Physics II** .....	3
Phys 290 General Physics III** .....	4
Phys 291 General Physics III Lab .....	1
Math 150 Calculus with Analytic Geometry I** ...	5
Math 250 Calculus with Analytic Geometry II** ...	5
<b>Electives***</b> .....	<b>26</b>
	<b>124****</b>

\*Required chemistry, physics, and mathematics courses satisfy major requirements and 8 hours of the Core Curriculum.

\*\*See Prerequisites

\*\*\*Suggested Electives (Chem 421, Chem 422, Chem 427, Chem 472, Math 260, Math 322, Phys 372, Phys 341)

\*\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

### Bachelor of Science with a Major in Biochemistry

Major Code 1904

<b>Core Requirements (p. 32) 51*</b> .....	<b>43</b>
<b>Chemistry Requirements</b> .....	<b>36</b>
Chem 101 General Chemistry I** .....	5
Chem 102 General Chemistry II** .....	5
Chem 201 Analytical Chemistry I** .....	5
Chem 301 Organic Chemistry I .....	5
Chem 302 Organic Chemistry II .....	5
Chem 320 Computer Applications in Chemistry* ..	2
Chem 351 Biochemistry .....	5
Chem 400 Elementary Physical Chemistry .....	4
<b>Supporting Requirements</b> .....	<b>23-25</b>
Bio 210 Molecular Biology .....	4
Bio 305 Genetics .....	4
Bio 364 Cell Biology .....	3
Phys 151 Elementary College Physics I .....	5
Phys 152 Elementary College Physics II .....	4
Math 150 Calculus & Analytic Geometry I** .....	5
<b>Electives***</b> .....	<b>20-22</b>
	<b>124****</b>

\*Required chemistry, physics, and mathematics courses satisfy major requirements and 8 hours of the Core Curriculum.

\*\*See Prerequisites

\*\*\*Suggested Electives (Chem 421, Chem 472, Bio 301; one of: Chem 297, Chem 497, Chem 498, Chem 499)

\*\*\*\*Must include at least 40 upper division (300-400 level) hours.

### Bachelor of Science in Education with a Major in Unified Science Chemistry Endorsement Grades 9-12 Certification

Major Code 9038

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>36</b>
<b>Chemistry Requirements</b> .....	<b>27</b>

Chem 201	Analytical Chemistry I**	5
Chem 301	Organic Chemistry I**	5
Chem 302	Organic Chemistry II**	5
Chem 320	Computer Applications in Chemistry	2
Chem 351	Biochemistry**	4
Chem 401	Physical Chemistry I**	4
Chem 496	Problems in Chemistry	2

## Supporting Requirements

Phil 420	Philosophy of Science	3
Bio 101	General Biology	4
Bio 112	Botanical Survey**	4
Bio 122	Zoological Survey**	4
Chem 101	General Chemistry I**	5
Chem 102	General Chemistry II**	5
Phys 250	General Physics I**	2
Phys 260	General Physics II**	3
Phys 290	General Physics III**	4
Phys 291	General Physics III Lab	1
Geol 110	Introduction to Geology	5
Geol 180	Introduction to Meteorology	3
Math 150	Calculus/Analytic Geometry I**	5
Math 250	Calculus/Analytic Geometry II**	5

## Select one:

Bio 312	Environmental Biology	4
Bio 402	General Ecology	4
Bio 481	Aquatic Ecology	4
Geol 300	Environmental Geology	4

## Education Certification Requirements (p. 189) 41-42 161-162

\*Required chemistry, physics, mathematics, psychology, and biology courses satisfy major requirements and 15 hours of the Core Curriculum.

\*\*See Prerequisites

## Bachelor of Science in Education with a Major in Chemistry

Grades K-12 certification

Plan A One of two teaching fields

Major Code 9042

<b>Core Requirements 51*</b>	<b>36</b>
<b>Chemistry Requirements</b>	<b>34</b>
Chem 101 General Chemistry I	5
Chem 102 General Chemistry II	5
Chem 201 Analytical Chemistry I	5
Chem 301 Organic Chemistry I	5
Chem 302 Organic Chemistry II	5
Chem 351 Biochemistry	5
Chem 400 Elementary Physical Chemistry	4
<b>Supporting requirements</b>	<b>20</b>
Phys 151 Elementary College Physics I	5
Math 140 Algebra and Trigonometry	5
Chem 320 Computer Applications in Chemistry	2
Bio 101 General Biology	4
Geol 300 Environmental Geology	4

## Education Certification Requirements 39

## Second Teaching Field (some fields exceed 30 hours) 30 159\*\*

\*Required chemistry, physics, psychology, and mathematics courses satisfy major requirements and 15 hours of the Core Curriculum.

\*\*Varies with second field.

## Bachelor of Science in Education with a Major in Chemistry

Grades 9-12 certification

Plan B Single teaching field

Major Code 9042

<b>Core Requirements 51*</b>	<b>36</b>
<b>Chemistry Requirements</b>	<b>36</b>
Chem 101 General Chemistry I	5
Chem 102 General Chemistry II	5
Chem 201 Analytical Chemistry I	5
Chem 301 Organic Chemistry I	5
Chem 302 Organic Chemistry II	5
Chem 351 Biochemistry	5
Chem 400 Elementary Physical Chemistry	4
Chem 496 Problems in Chemistry	2
<b>Supporting requirements</b>	<b>30</b>
Phys 250 General Physics I	2
Phys 260 General Physics II	3
Phys 290 General Physics III	4
Phys 291 General Physics III Lab	1
Math 150 Calculus with Analytical Geometry I	5
Math 250 Calculus with Analytical Geometry II	5
Chem 320 Computer App in Chemistry	2
Bio 101 General Biology	4
Geol 300 Environmental Geology	4
<b>Education Certification Requirements</b>	<b>39</b>
	<b>141</b>

\*Required chemistry, physics, mathematics, and psychology courses satisfy major requirements and 15 hours of the Core Curriculum.

## Minor in Chemistry

	Semester Hours
Chem 101 General Chemistry I*	5
Chem 102 General Chemistry II*	5
Chem 201 Analytical Chemistry I*	5
Chem 301 Organic Chemistry I*	5
	<b>20</b>

\*See Prerequisites

## Suggested Order of Study

### Bachelor of Arts Major Code 1906 Chemistry Major

#### Freshman Year

1st Semester		Hours
Course		
Chem 101	General Chemistry I (Algebra & Trig)	5
Math 150	Calculus I	5
CORE	[Eng 101 Comp I]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		16

#### 2nd Semester

Chem 102	General Chemistry II (Chem 101)	5
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
CORE	[Eng 102 Comp II]	3
CORE	[Hist 110 U.S. History]	3
Chem 320	Computer Applications in Chemistry	2
		16

#### Sophomore Year

1st Semester		Hours
Chem 301	Organic Chemistry I* (Chem 102)	
OR		
Chem 201	Analytical Chemistry I (Chem 102)	5
Phys 151	Elementary College Physics I (Math 140)	5
CORE	[Kine 101 Physical Activity]	1
Electives	(Second area of concentration)	5
		16

#### 2nd Semester

Chem 302	Organic Chemistry II* (Chem 301)	
OR		
Chem 421	Analytical Chemistry II	
OR		
Chem	[Upper Division Elective]	5
Phys 152	Elementary College Physics II (Phys 151)	4
CORE	[Econ 180 Amer Econ Sys]	3
Electives	(Second area of concentration)	5
		17

#### Junior Year

1st Semester		Hours
Chem 201	Analytical Chemistry I (Chem 102)	
OR		
Chem	[Upper Division Elective]	4-5
Foreign Language		3
CORE	[Comm 100 Oral Comm]	3
CORE	[Humanities and Fine Arts]	3
Electives		3
		16-17

#### 2nd Semester

Chem 421	Analytical Chemistry II	
OR		
Chem	[Upper Division Elective]	4-5
Foreign Language		3
CORE	[Psy 100 or Soc 110]	3
CORE	[Bio 101 General Biology]	4
CORE	[Humanities and Fine Arts]	3
		17-18

#### Senior Year

1st Semester		Hours
CORE	[Humanities and Fine Arts]	3
Foreign Language		3
CORE	[International Cultural Stu]	3

Electives	6
	15

#### 2nd Semester

Foreign Language	3
CORE [Hist 120 or 320 U.S. Hist]	3
Electives	6-7
	<b>12-13</b>

Student may elect either Chem 300 plus eight hours of upper division chemistry (excluding Chem 301 and Chem 302) or Chem 301 and Chem 302 plus three hours of upper division chemistry electives (excluding Chem 300).

(Prerequisites)  
[Department Recommendations]

### Bachelor of Science Major Code 1905 Chemistry Major

#### Freshman Year

1st Semester		Hours
Course		
Chem 101	General Chemistry I (Algebra & Trig)	5
Math 150	Calculus I	5
CORE	[Eng 101 Comp I]	3
CIS 110	Programming I	3
Psy 120	College Orientation	1
		17

#### 2nd Semester

Chem 102	General Chemistry II (Chem 101)	5
Math 250	Calculus II (Math 150)	5
Phys 250-260	General Physics I & II	5
Chem 320	Computer Applications in Chemistry	2
		17

#### Sophomore Year

1st Semester		Hours
Chem 301	Organic Chemistry I (Chem 102)	5
Phys 290-291	General Physics III & Lab (Math 150 & Phys 160)	5
Elective	[Math 260 Calc III] (Math 250)	5
CORE	[Kine 101 Physical Activity]	1
		16

#### 2nd Semester

Chem 302	Organic Chemistry (Chem 301)	5
Phys 280	General Physics III, (Phys 270)	5
Elective	[Math 322 Differential Equations] (Math 260)	3
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
		16

#### Junior Year

1st Semester		Hours
Chem 401	Physical Chemistry I (Math 250, Phys 260)	
OR		
Elective	[Chem 422 Adv Inorganic Chemistry] (Chem 102, Math 250)	4
Chem 201	Analytical Chemistry I (Chem 102)	5
CORE	[Comm 100 Oral Comm]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Hist 110 U.S. History]	3
		17

#### 2nd Semester

Chem 402	Physical Chemistry II (Chem 401) (4)	
OR		
Elective	[Chem 427 Organic Instrumental Analysis] (Chem 302) (5)	4-5

# 70 / Chemistry

Elective	[Chem 421 Analytical Chemistry II] (Chem 210)	5
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
		<b>16-17</b>

## Senior Year

1st Semester  
Chem 401

Physical Chemistry I  
(Math 250, Phys 250-260)

OR

Elective

[Chem 422 Adv Inorganic Chemistry]  
(Chem 102, Math 250)

4

Elective

[Chem 497 Research in Chemistry]

1

CORE

[Humanities and Fine Arts]

3

CORE

[Hist 120 or 320 U.S. Hist]

3

CORE

[International Cultural Studies]

3

**14**

2nd Semester

Chem 402

Physical Chemistry II (Chem 401) (4)

OR

Elective

[Chem 472 Organic Instrumental  
Analysis] (Chem 302) (5)

4-5

Elective

[Chem 497 Research in Chemistry]

2

Elective

[Phys 372 Electronic Circuits] (Phys 290)

4

CORE

[Humanities and Fine Arts]

3

CORE

[Psy 100 or Soc 110]

3

**16-17**

(Prerequisites)

[Department Recommendations]

## For additional information contact:

Dr. Melvyn Mosher

Office: Reynolds Hall 242

Phone: 417.625.9733

Email: mosher-m@mssu.edu

## Course Descriptions

Chem 100 (F, S) 5 hrs. cr.  
**Introductory Chemistry**

Basic principles and practical applications of inorganic, organic and biochemistry which satisfies the needs of students in certain health-related programs. Four lectures, one three-hour lab per week. Prerequisite: Math 30 or satisfactory score on the Mathematics Placement Test.

Chem 101 (F, S, SS) 5 hrs. cr.  
**General Chemistry I**

Introduction to theories of chemistry with emphasis on the relationship of structure to properties of matter and the quantitative aspect of these changes. Four lectures, one three-hour lab per week. Prerequisite or corequisite: Math 140 or higher level math course.

Chem 102 (F, S, SS) 5 hrs. cr.  
**General Chemistry II**

Continuation of Chem 101. Emphasis on the dynamics and thermodynamics of chemical processes and on the properties and reactions of analogous groups of cations and anions. Four lectures, one three-hour lab per week. Prerequisites: Chem 101 with a minimum grade of "C" or permission of instructor and Math 140 or higher level math course.

Chem 190 (Demand) 1-2 hrs. cr.  
**Laboratory in Chemistry**  
A lower division laboratory course to be used by students who are transferring chemistry courses without a laboratory to MSSU. This will make the transferred course equivalent to the MSSU course. Class may be repeated for credit as needed.

Chem 201 (F) 5 hrs. cr.  
**Analytical Chemistry I**

Standard first course in quantitative chemical analysis. The lecture and lab include the theory and practice of methods of analysis. While the primary emphasis in the first semester is on the interpretation of the experimental results, other aspects of the analytical process are introduced. Three lectures, two three-hour labs per week. Prerequisite: Chem 102.

Chem 297 (F, S) 1-3 hrs. cr.  
**Introduction to Research in Chemistry (Writing Intensive)**

Introduction to research techniques; laboratory work and literature search under the supervision of an instructor on a chemical research project. Involves laboratory experimentation as well as a written report on a project from any area of chemistry. Open to students having 1) a minimum of 15 hours of chemistry, 2) freshman or sophomore standing, 3) the ability to undertake independent work and 4) permission of the instructor. Enrollment must be approved by the adviser and the department head.

Chem 298 (Demand) 1-3 hrs. cr.  
**Topics in Chemistry**

Designed to give instruction in some area of Chemistry not covered in other courses. Prerequisite: Chem 201 or permission of instructor.

Chem 300 (F, S) 5 hrs. cr.  
**Introduction to Modern Organic Chemistry (Writing Intensive)**

Principles of organic chemistry—nomenclature, structure, properties, stereochemistry, reactions—will be studied by the functional group approach. Designed for students who require a general knowledge of organic chemistry in their chosen career or as background for other courses in technical or professional training programs. Four lectures, one three-hour lab per week. Prerequisite: Chem 102.

Chem 301 (F) 5 hrs. cr.  
**Organic Chemistry I**

Primary emphasis is on the properties, nomenclature, and reactions of aliphatic compounds. The functional group approach is used. A brief introduction to organic reaction mechanisms and spectroscopy is included. Four lectures, one three-hour lab per week. Prerequisite: Chem 102.

Chem 302 (S) 5 hrs. cr.  
**Organic Chemistry II (Writing Intensive)**

A continuation of Chem 301. The functional group approach is continued with the study of aromatic and aliphatic compounds. Emphasis is placed on the properties, nomenclature, reactions, and reaction mechanisms of these compounds. Organic spectroscopy is discussed in detail as related to the identification of functional groups and molecular structures. Four lectures, one three-hour lab per week. Prerequisite: Chem 301 with a grade of "C" or better.

Chem 320 (S) 2 hrs. cr.  
**Computer Applications in Chemistry**

An introduction to computer applications and software commonly used for scientific study (and in upper-division courses). Students will become proficient in using the operating system, the local-area network, and spreadsheets and graphing applications, and will be introduced to computer data acquisition and interfacing, Internet information sources, and presentation software. This course satisfies the computer literacy requirement for chemistry, biochemistry, biology, and environmental health majors. One lecture, one three-hour lab per week. Prerequisite: Math 130 (or higher) and Chem 101.

**Chem 351 (F)** 5 hrs. cr.  
**Biochemistry** (*Writing Intensive*)  
 Fundamental concepts of the chemistry of lipids, carbohydrates, and proteins with emphasis on the physiological aspects of these compounds. The interrelationship of these compounds in living systems will be presented through bioenergetics, and chemical mechanisms reaction pathways. Four lectures, one three-hour lab per week. Prerequisite: Chem 300 or 302.

**Chem 390 (Demand)** 1-2 hrs. cr.  
**Laboratory in Chemistry**  
 A upper division laboratory course to be used by students who are transferring chemistry courses without a laboratory to MSSU. This will make the transferred course equivalent to the MSSU course. Class may be repeated for credit as needed.

**Chem 400 (F)** 4 hrs. cr.  
**Elementary Physical Chemistry**  
 A one semester course, designed particularly for biochemical, biological, and pre-professional students, which surveys the fundamentals of physical chemistry. Principles of thermodynamics and chemical kinetics, and their application to aqueous solutions, will be emphasized. Solution equilibria, spectroscopy, and transport processes will also be examined. Three lectures, one three-hour lab per week. Note: This course does not meet the requirements for the B.S. in Chemistry. Prerequisite: Chem 102 with a "C" or better.

**Chem 401 (F, Odd)** 4 hrs. cr.  
**Physical Chemistry I**  
 For the first section of the class, a microscopic approach to the understanding of chemical and physical properties of chemical systems is taken. The focus is on quantum theory and molecular spectroscopy. In the last part of the class, a macroscopic approach to the understanding of chemical and physical properties of chemical systems is used. Topics include the laws of thermodynamics and the relationships between the properties of chemical systems at equilibrium. Three lectures, one three-hour lab per week. Prerequisites: Math 250 and Phys 280.

**Chem 402 (S, Odd)** 4 hrs. cr.  
**Physical Chemistry II**  
 Continuation of Chem 401. A microscopic approach (quantum theory) and the macroscopic approach (thermodynamics) to understanding chemical systems are linked using statistical mechanics. Chemical kinetics is also studied. Three lectures, one three-hour lab per week. Prerequisite: Chem 401.

**Chem 421 (S, Odd)** 5 hrs. cr.  
**Analytical Chemistry II**  
 Continuation of Chemistry 201. A study of the overall analytical process. Lecture and lab deal mainly with electrochemical and spectrophotometric methods of analysis and their application in chemical analysis, but also include other physiochemical and separatory techniques used in modern analytical processes. Three lectures, two three-hour labs per week. Prerequisite: Chem 201.

**Chem 422 (S, Even)** 4 hrs. cr.  
**Advanced Inorganic Chemistry**  
 Contemporary state of the several bond models in chemistry, a review of the energetics of reactions and coordination theory, followed by the chemistry of the families of the elements in the periodic table. Three lectures, one three-hour lab per week. Prerequisites: Chem 102 and Math 250.

**Chem 427 (S, Odd)** 5 hrs. cr.  
**Organic Instrumental Analysis** (*Writing Intensive*)  
 Designed to familiarize the student with current instrumentation. The approach is through (1) lectures devoted to a particular type of instrumentation and (2) laboratories designed to give hands-on experience in the working of the instrument. Two lectures, two three-hour labs per week. Prerequisite: 15 hours of chemistry with a grade of "C" or better.

**Chem 430 (Demand)** 1-3 hrs. cr.  
**Internship in Chemistry**  
 In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied chemistry in which on-the-job experience would be beneficial to the student's training. Prerequisites, Junior standing in Chemistry with a minimum of 20 hours of chemistry or by permission.

**Chem 472 (S, Odd)** 4 hrs. cr.  
**Organic Qualitative Analysis**  
 Systematic identification of organic compounds and mixtures; organic spectroscopy is emphasized. Two lectures, two three-hour labs per week. Prerequisite: Chem 302.

**Chem 490 (F, S)** 1-3 hrs. cr.  
**Seminar**  
 For upper division chemistry majors. Content varies, depending on the student's needs, from library research to special topics in chemistry. Prerequisite: Senior standing or permission of department head.

**Chem 496 (F, S)** 2 hrs. cr.  
**Problems in Chemistry** (*Writing Intensive*)  
 A practical research class especially designed for students seeking a Bachelor of Science in Education with a major in chemistry. The class involves laboratory work and a literature search under the supervision of an instructor on a chemical research project. Involves lab experimentation as well as a written report on a project from any area of chemistry. Open to students needing a problems course in chemistry to satisfy Missouri Certification Standards for Secondary Teachers in Chemistry. Students must have a minimum of 20 hours of chemistry and permission of the instructor. Enrollment must be approved by the adviser and the department head.

**Chem 497 (F, S)** 1-3 hrs. cr.  
**Research in Chemistry** (*Writing Intensive*)  
 Independent research techniques; lab work and literature search under the supervision of an instructor on a chemical research project. Involves lab experimentation as well as a written report on a project from any area of chemistry. Open to students having 1) a minimum of 20 hours of chemistry, 2) junior or senior standing, 3) the ability to undertake independent work and 4) permission of the instructor. Enrollment must be approved by the adviser and the department head.

**Chem 498 (Demand)**  
**Advanced Topics in Chemistry**  
 Designed to give advanced instruction in some area not covered in other courses. For upper division majors. Prerequisites to be determined by department.

**Chem 499 (F, S)** 1-3 hrs. cr.  
**Independent Study**  
 Independent investigation techniques; includes a paper on a selected topic with both a critical survey of the chemical literature and results from advanced lab experimentation. Open to students having (1) minimum of 25 hrs. of chemistry, (2) ability to undertake independent work and (3) permission of instructor. Enrollment must be approved by adviser, department head, and school dean.

## COMMUNICATION

Webster Hall 352, 417.625.9580

**Faculty** Moorman - Head, Bryant, Clark, Hale, Kilby, Larson, Merriam, Stebbins, Yocum

A major in communication offers an array of career opportunities in such fields as public communication, television, radio, and journalism. In the education process, emphasis is placed on speaking and writing skills as well as gaining technical knowledge related to mass media production and publication. A major in communications is one of the most diversified areas of study available to students who wish to excel in business, industry, government, or education at the local, state, national, and international levels. Missouri Southern graduates in communications have found successful careers in the media, in government, in education, and in a variety of public relations positions for hospitals, state and national associations, in retailing, and in industry.

Students pursuing a Bachelor of Arts degree in Communication has three options. Option I, speech communication, examines the role of human communication in social, organizational, political, and cultural interactions. This option places a balanced focus on the theory and practice of communicating. Special emphasis includes identifying the antecedents of communication, its form and content and its consequences. Option II, mass communications, offers students the necessary abilities in planning, preparing, and producing programs in electronic media and/or designing and writing for journalism. This option emphasizes the technical skills, creativity, and demand for understanding target audiences in mass media. Students gain hands-on experience in television, radio, and print laboratories. Option III, public relations, allows a student to develop a specialty focusing on the aspects of promoting and showcasing organizations. Also available is a Bachelor of Science degree in Education with a teaching emphasis in speech communication and theatre.

The Communication Department oversees the student operations of Missouri Southern Television with its cable service and broadcast station KGCS. The Department also manages KXMS: Fine Arts Radio International, a 24-hour-a-day classical radio station professionally operated with students and community volunteers. Perhaps the most widely recognized contribution of the Communication Department is *The Chart*, a student operated newspaper published once a week. *The Chart* has been honored by the Society of Professional Journalists as the best non-daily college newspaper in the nation. Additionally, the Department publishes *Crossroads: The Magazine*. Missouri Southern is also headquarters of the *ISWNE, The International Society of Weekly Newspaper Editors*, a global organization.

Students also have opportunities to participate in other communications-sponsored activities. The debate and forensics program offers students the chance to develop their critical

thinking skills and to participate in events such as informative, persuasive, Lincoln-Douglas, and extemporaneous speaking competitions. Debate and forensics students may join the forensic honor society of Pi Kappa Delta. Missouri Southern debate and forensics has consistently rated in the top three teams in the nation over the last five years. Communication majors interested in mass media may join Southern's chapter of the national broadcast fraternity of Alpha Epsilon Rho and participate in its state, regional, and national conventions. Public relations students may join the Public Relations Student Society of America. The Department also sponsors the Modern Communications Club which plans on-campus events and off-campus field trips for students interested in communications activities.

Internships are encouraged for communications majors. These internships allow students to gain work experience in occupational positions they may wish to pursue. Students work under the joint supervision of a faculty member and a representative of the organization providing the intern experience.

The communications curriculum acknowledges the diversity and inter-connectedness among peoples, promotes an understanding of human values, and prepares its students for leadership in a competitive world.

Core Curriculum requirements for all students of the University include Comm 100, Oral Communication.

### Bachelor of Arts with a Major in Communication

#### Option I: Speech Communication

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>CIS 105 Intro to Micro Use</b>	<b>3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Communications Requirements</b>	<b>47</b>
Comm 100 Oral Communication	3
Comm 101 Introduction to Human Communication	3
Comm 131 Voice and Diction	3
Comm 215 Interpersonal Communication**	3
Comm 300 Organizational Communication**	3
Comm 303 Advanced Public Speaking**	3
Comm 304 Small Group Communication**	3
Comm 411 Political & Social Communication**	3
Comm 420 Mass Communications Theory**	3
Comm 492 Communication Issues**	3
Communication Electives	17
<b>Electives</b>	<b>14</b>
	<b>124***</b>

\*Communications course Comm 100 satisfies three hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper-division (300-400 level) hours.

**Bachelor of Arts with a  
Major in Communication  
Option II: Mass Communications**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
CIS 105 Intro to Micro Use	3
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Communications Requirements.</b>	<b>47</b>
Comm 100 Oral Communication	3
Comm 101 Introduction to Human Communication	3
Comm 111 Newswriting	3
Comm 131 Voice and Diction	3
Comm 215 Interpersonal Communication**	3
Comm 220 Practicum in Communications**	2
<i>(Student must select two different activities.)</i>	
Comm 310 Communication Law	3
Comm 325 Broadcast News Reporting**	3
Comm 330 Advanced Communications Practicum**	1
Comm 420 Mass Communications Theory**	3
Comm 492 Communication Issues**	3
Communication Electives	17
<b>Electives</b>	<b>14</b>
	<b>124***</b>

\*Communications course Comm 100 satisfies three hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300-400 level) hours.

**Bachelor of Arts with a  
Major in Communication  
Option III: Public Relations**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>CIS 105 Introduction to Microcomputer Use</b>	<b>3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Communications Requirements.</b>	<b>47</b>
Comm 100 Oral Communication	3
Comm 101 Introduction to Human Communication	3
Comm 111 Newswriting	3
Comm 215 Interpersonal Communication	3
Comm 200 Audio Production for Media**	
OR	
Comm 201 Video Production	3
Comm 310 Communication Law	3
Comm 311 Intro to Public Relations	3
Comm 325 Broadcast News Reporting**	
OR	
Comm 333 Copy Editing**	3
Comm 340 Research in Communications	3
Comm 355 Case Studies in Public Relations**	3
Comm 455 Writing for Public Relations*	3
Comm 470 New Media Technology**	3
Comm 492 Communications Issues**	3
Communications Electives	8
<b>Electives</b>	<b>14</b>
	<b>124***</b>

\*Communications course Comm 100 satisfies three hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\* Must include at least 40 upper division (300-400 level) hours.

**Bachelor of Science in Education with a Major  
in Speech Communication and Theatre**  
**Grades 9-12 Certification**  
**Plan B Single Teaching Field**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
Educ 301 Use of Computer Software in the Classroom	3
<b>Communications Requirements.</b>	<b>20</b>
Comm 101 Introduction to Human Communication	3
Comm 215 Interpersonal Communication**	3
Comm 304 Small Group Communication**	3
Comm 315 Argumentation and Debate**	3
Electives in Communications***	8
<b>Theatre Requirements.</b>	<b>20</b>
Th 121, 122, 221, or 222 Theatre Laboratory	2
Th 142 Theatre Technology	3
Th 212 Oral Interpretation	3
Th 234 Intro Theatrical Design	3
Th 241 Acting I (WI)	3
Th 331 History of Theatre (WI)	
OR	
Th 332 History of Theatre (WI)	3
Th 351 Directing**	3
<b>Electives</b>	<b>3</b>
<b>Education Certification Requirements</b> (p. 189) 40-41****	<b>39-42</b>
	<b>133-136</b>

\* Required course in psychology counts 3 hours toward Core Curriculum requirements, Area 3C.

\*\*See Prerequisites

\*\*\*Must be approved in advance by the student's adviser who must be selected from either the area of speech communication or theatre.

\*\*\*\*Two credit hours are satisfied by Educ 301.

**Minor in Mass Communications**

	Semester Hours
Comm 100 Oral Communication	3
Comm 111 Newswriting	3
Comm 310 Communication Law	3
Comm 420 Mass Communication Theory	3
Upper Division Communication Electives*	9
	<b>21</b>

\* Electives must be chosen in consultation with a communication department adviser.

A student may emphasize either the print or broadcast media.

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### Minor in Speech Communication

	Semester Hours
Comm 100 Oral Communication .....	3
Comm 101 Introduction to Human Communication ..	3
Comm 215 Interpersonal Communication .....	3
Comm 303 Advanced Public Speaking .....	3
Upper Division Communication Electives* .....	9
	<b>21</b>

\* Electives must be chosen in consultation with a communication department adviser.

### Minor in Public Relations

	Semester Hours
Comm 100 Oral Communication .....	3
Comm 111 Interpersonal Communication .....	3
Comm 311 Introduction to Public Relations .....	3
Comm 355 Case Studies in PR .....	3
Comm 455 Writing for PR .....	3
Upper Division Communication Electives* .....	6
	<b>21</b>

\* Electives must be chosen in consultation with a communication department adviser.

2nd Semester		
Foreign Language		3
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
Comm	Elective	3
Electives		3
		<b>15</b>

#### Junior Year

1st Semester		
CIS 105	Introduction to Microcomputer Use	3
CORE	[Humanities and Fine Arts]	3
CORE	[Biology]	4
Comm 300	Organizational Communication	3
Comm 304	Small Group Communication	3
		<b>16</b>

#### 2nd Semester

CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Psy 100 or Soc 110]	3
CORE	[Hist 110 U.S. History]	3
Comm 303	Advanced Public Speaking	3
Comm	Elective (upper division)	3
		<b>17</b>

#### Senior Year

1st Semester		
CORE	[Hist 320 U.S. History]	3
Comm 411	Political & Social Communication	3
Comm	Electives (upper division)	6
Elective	(upper division)	3
		<b>15</b>

#### 2nd Semester

Comm 420	Mass Communication Theory	3
CORE	[Comm 305 Intercultural Communication]	3
Comm	Electives (upper division)	6
Comm 492	Communication Issues	3
		<b>15</b>

Electives should be selected in consultation with the adviser to meet desired career goals.

[Department Recommendations]

## Suggested Order of Study

### Bachelor of Arts

Major Code 0600

#### Communication Major

#### Speech Communication Option

#### Freshman Year

1st Semester			
Course		Hours	
Foreign Language		3	
CORE	[Eng 101 Comp I]	3	
CORE	[Comm 100 Oral Communication]	3	
CORE	[Math 125 Cont Math]	3	
Psy 120	College Orientation	1	
Comm 101	Introduction to Human Communication	3	
		<b>16</b>	

#### 2nd Semester

Foreign Language		3	
CORE	[Eng 102 Comp II]	3	
CORE	[Kine 103 Lifetime Wellness]	2	
CORE	[Econ 180 Amer Econ Sys]	3	
Comm 131	Voice and Diction	3	
		<b>14</b>	

#### Sophomore Year

1st Semester			
Foreign Language		3	
CORE	[Kine 101 Physical Activity]	1	
CORE	[Humanities and Fine Arts]	3	
Comm 215	Interpersonal Communication	3	
Comm	Elective	3	
Elective		3	
		<b>16</b>	

### Bachelor of Arts

Major Code 0601

#### Communication Major

#### Mass Communications Option

#### Broadcast Emphasis

#### Freshman Year

1st Semester			
Foreign Language		3	
CORE	[Eng 101 Comp I]	3	
CORE	[Comm 100 Oral Communication]	3	
Comm 101	Introduction to Human Communication	3	
Comm 111	Newsriting	3	
Psy 120	College Orientation	1	
		<b>16</b>	

#### 2nd Semester

Foreign Language		3	
CORE	[Eng 102 Comp II]	3	
CORE	[Kine 103 Lifetime Wellness]	2	
CORE	[Econ 180 Amer Economic System]	3	
Comm 130	Introduction to Broadcasting	3	
Comm 131	Voice and Diction	3	
		<b>17</b>	

**Sophomore Year**

**1st Semester**

Foreign Language		3
CORE	[Kine 101 Physical Activity]	1
CORE	[Humanities and Fine Arts]	3
Comm 215	Interpersonal Communication	3
Comm 200	Radio Production	
OR		
Comm 201	TV Production	3
Comm 220	Practicum In Communication	1
		<b>14</b>

**2nd Semester**

Foreign Language		3
CORE	[Humanities and Fine Arts]	3
Comm 200	Radio Production	
OR		
Comm 201	TV Production	3
Comm 220	Practicum in Communication	1
CORE	[Math 125 Cont Math]	3
Electives		3
		<b>16</b>

**Junior Year**

**1st Semester**

CIS 105	Introduction to Microcomputer Use	3
CORE	[Humanities and Fine Arts]	3
CORE	[Biology]	4
Comm 320	Advanced TV Production	3
Comm 325	Broadcast News Reporting	3
		<b>16</b>

**2nd Semester**

CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Psy 100 or Soc 110]	3
Comm 301	Media Management	3
Comm 310	Communication Law	3
Comm	Elective	3
		<b>17</b>

**Senior Year**

**1st Semester**

CORE	[Hist 110 U.S. History]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
Comm 330	Advanced Communication Practicum	1
CORE	[Comm 305 Intercultural Communication]	3
Comm	Elective (upper division)	3
Elective	(upper division)	3
		<b>16</b>

**2nd Semester**

CORE	[Hist 320 U.S. History]	3
Comm 420	Mass Communication Theory	3
Comm 492	Communication Issues	3
Electives	(upper division)	3
		<b>12</b>

Electives should be chosen in consultation with the adviser to meet desired career goals. Courses in history, business, political science, sociology, psychology, art, and theatre all may be appropriate.

[Department Recommendations]

**Bachelor of Arts**

Major Code 0601

**Communication Major**

**Mass Communications Option**

**Newspaper Emphasis**

**Freshman Year**

**1st Semester**

Foreign Language		3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
Comm 101	Introduction to Human Communication	3
Comm 111	News Writing	3
Psy 120	College Orientation	1
		<b>16</b>

**2nd Semester**

Foreign Language		3
CORE	[Eng 102 Comp II]	3
CORE	[Math 125 Cont Math]	3
CORE	[Kine 101 Physical Activity]	1
Comm 220	Practicum in Communication	1
Elective		3
		<b>14</b>

**Sophomore Year**

**1st Semester**

Foreign Language		3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Econ 180 Amer Econ Sys]	3
Comm 215	Interpersonal Communication	3
Comm 220	Practicum in Communication	1
Comm	Elective [Comm 332 Feature Writing]	3
		<b>15</b>

**2nd Semester**

Foreign Language		3
CORE	[Humanities and Fine Arts]	3
CORE	[Psy 100 or Soc 110]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
Elective	[Comm 333 Copy Editing]	3
		<b>15</b>

**Junior Year**

**1st Semester**

CIS 105	Introduction to Microcomputer Use	3
CORE	[Humanities and Fine Arts]	3
CORE	[Biology]	4
Comm 325	Broadcast News Reporting	3
Comm 330	Advanced Communication Practicum	1
		<b>14</b>

**2nd Semester**

CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Hist 110 U.S. History]	3
Comm 310	Communication Law	3
Comm	Elective (upper division)	3
		<b>17</b>

**Summer**

[Comm 345]	[Internship]	8
		<b>8</b>

**Senior Year**

**1st Semester**

CORE	[Hist 320 U.S. History]	3
Comm	Electives [upper division]	6
Electives	[upper Division]	4
		<b>13</b>

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2nd Semester			
Comm 420	Mass Communication Theory	3	
CORE	[Comm 305 Intercultural Communication]	3	
Comm 492	Communication Issues	3	
Electives	(upper division)	3	
		12	

Electives in communications should be chosen in consultation with the adviser to meet desired career goals. Other electives should be chosen in an area of minor concentration or in a supportive role to career goals. Courses in history, business, political science, sociology, and psychology are strongly recommended.

[Department Recommendations]

## Bachelor of Arts Major Code 0603 Communication Major Public Relations Option

### Freshman Year

1st Semester			
Foreign Language		3	
CORE	[Eng 101 Comp I]	3	
CORE	[Comm 100 Oral Communication]	3	
CORE	[Kine 101 Physical Activity]	1	
Comm 101	Introduction to Human Communication	3	
Comm 111	News Writing	3	
Psy 120	College Orientation	3	
		16	

### 2nd Semester

Foreign Language		3	
CORE	[Eng 102 Comp II]	3	
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3	
CORE	[Kine 160 Lifetime Wellness]	2	
CORE	[Math 125 Cont Math]	3	
Comm 215	Interpersonal Communication	3	
		17	

### Sophomore Year

1st Semester			
Foreign Language		3	
CORE	[Art/Mus/Th 110 Appreciation]	3	
CORE	[Econ 180 Amer Econ Sys]	3	
Comm 200	Audio Production for Media		
OR			
Comm 201	Video Production	3	
Comm 310	Communication Law	3	
Comm 311	Introduction to Public Relations	3	
		18	

### 2nd Semester

Foreign Language		3	
CORE	[Bio 101 General Biology]	4	
Comm 340	Research in Communication	3	
Comm 470	New Media Technology	3	
Comm 492	Communication Issues	3	
		16	

### Junior Year

1st Semester			
CIS 105	Introduction to Microcomputer Use	3	
CORE	[Humanities and Fine Arts]	3	
CORE	[Phys 100 Fund of Phys Sci]	4	
Comm 220	Practicum in Communication	1	
Comm 455	Public Relations Writing	3	
Comm	Elective [upper division]		
	[Comm 335 Feature Writing]	3	
		17	

2nd Semester			
CORE	[Hist 110 U.S. History]	3	
CORE	[Humanities and Fine Arts]	3	
CORE	Behavioral Science [Psy 100 Gen Psy]	3	
Comm 355	Case Studies in P.R.	3	
Comm 220	Practicum in Communication	1	
Comm 325	Broadcast News Reporting		
OR			
Comm 333	Copyediting	3	
		16	

### Senior Year

1st Semester			
CORE	[Hist 120 U.S. History]	3	
CORE	[International Cultural Studies]		
	[Comm 305 International Cultural Studies]	3	
Comm	Elective [Comm 303 Adv Public Speaking]	3	
Comm	Elective [Comm 420 Mass Comm Theory]	3	
Comm	Elective [upper division]	3	
		15	

### 2nd Semester

Electives	[upper division]	4	
	[Comm 345 Internship]	8	
		12	

## Bachelor of Science in Education

Major Code 0844

### Speech-Theatre Major Grades 9-12 Certification (Plan B) Single Teaching Field

### Freshman Year

1st Semester			
Comm 101	Introduction to Human Communication	3	
CORE	[Comm 100 Oral Communication]	3	
CORE	[Eng 101 Comp I]	3	
CORE	[Math 125 Cont Math]	3	
CORE	[Biology]	4	
Psy 120	College Orientation	1	
Educ 100	Introduction to Teacher Education I	1	
		18	

### 2nd Semester

Psy 100	General Psychology	3	
Th 122	Theatre Lab	2	
Th 142	Theatre Technology	3	
CORE	[Eng 102 Comp II]	3	
CORE	[Humanities and Fine Arts]	3	
CORE	[Hist 110 U.S. History]	3	
		17	

### Sophomore Year

1st Semester			
Take C-Base test.			
Comm	Elective	3	
Comm 215	Interpersonal Communication	3	
Psy 301	Adolescent Psychology	3	
Th 241	Acting I	3	
CORE	[Humanities and Fine Arts]	3	
CORE	[Kine 103 Lifetime Wellness]	2	
Educ 200	Introduction to Teacher Education II	1	
		18	

### 2nd Semester

Apply for admission to teacher education.			
Psy 310	Educational Psychology	2	
Educ 302	The Exceptional Child	2	
Th 212	Oral Interpretation	3	
Th 234	Introduction to Theatrical Design	3	

CORE	[Humanities and Fine Arts]	3
CORE	[Kine 101 Physical Activity]	1
Educ 301	Use/Comp Software/Classroom	3
		17

### Junior Year

#### 1st Semester

*Pass media competencies.*

Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching Secondary	2
Comm 304	Small Group Communication	3
Comm 315	Argumentation and Debate	3
Th 331	History of the Theatre	3
Educ 423	Classroom Management	2
		17

#### 2nd Semester

CORE	[Comm 305 Intercultural Communication]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 422	Content Area Literacy: Secondary	2
		16

### Senior Year

#### 1st Semester

*Apply for student teaching. All course work must be completed except for Professional Semester courses.*

Th 351	Directing I	3
CORE	[Hist 320 U.S. History]	3
Educ 412 or Educ 420* or Psy 412		2-3
Electives		6
		14-15

#### 2nd Semester

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues in Education	2
Educ 344	Teaching Speech/Theatre in Sec Schools	2
Educ 462	Student Teaching	8
		14

\*Must be taken prior to the student teaching semester.  
[Department Recommendations]

### For additional information contact:

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Phone: 417.625.3105  
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## Course Descriptions

Comm 100 (F, S) 3 hrs. cr.

### Oral Communication

Principles of oral communication, including speaking and listening competencies and skills. Primary emphasis is on presenting various types of speeches and improving listening ability. Research, organization, reasoning, language, and evaluation skill development are included. Three contact hrs. per week. (Required of all degree candidates.)

Comm 101 (F, S) 3 hrs. cr.

### Introduction to Human Communication

An introductory survey of the field of communication, exploring theoretical and research foundations. Included are discussions of language and verbal interaction and nonverbal communication. Contexts of

communication are covered: interpersonal, group and organizational, public, intercultural, and mass. Also covered will be career opportunities for students who choose a major or minor in communication.

Comm 111 (F, S) 3 hrs. cr.

### News Writing

Development of techniques in reporting and writing for a newspaper. Work on the College newspaper, The Chart, is required. Prerequisite: English 80, or completion or concurrent enrollment in English 101 or above, or permission of instructor.

Comm 121 (F, S) (Per Sem.) 1 hr. cr.

### Forensics Workshop

A practicum in forensics, including research, organization, and presentation of the current debate proposition along with development and presentation of individual events. May be repeated for a maximum of 4 hrs. of credit.

Comm 130 (S) 3 hrs. cr.

### Introduction to Mass Communication

The role of the mass media industries, their interactions with one another, and their impact on society. An introduction to the varied aspects and functions of the mass media professions.

Comm 131 (F, S) 3 hrs. cr.

### Voice and Diction

Techniques for improving the speaking voice. Attention to voice production, phonetics, pronunciation, and vocal expressiveness.

Comm 200 (S) 3 hrs. cr.

### Audio Production for Media

Principles and techniques of sound pickup and audio control. Basic techniques of microphone use, control board operation and recording. Projects are taped for analysis and critique. Two hrs. lecture, 2 hrs. lab per week. Prerequisite: Comm 131.

Comm 201 (F) 3 hrs. cr.

### Video Production

Intensive practice in preparation and production of television programs. Camera techniques, floor setups and direction of crews and talent. Interviewing techniques. Development of varied on-the-air skills. Two hrs. lecture, 2 hrs. lab per week.

Comm 215 (F, S) 3 hrs. cr.

### Interpersonal Communication

(Writing Intensive)

Person-to-person communication with emphasis on dyadic and group communication. Lecture, reading, and discussion with class experiments designed to illustrate interpersonal communication problems. Prerequisite: Comm 100.

Comm 220 (F, S) (Per Sem.) 1 hr. cr.

### Practicum in Communications

Laboratory experience on the staff of the University newspaper, yearbook, or broadcast media. Students will participate fully in the work of the media, working under the supervision of faculty members. A minimum of 5 hrs. per week is required. One hr. of credit each term for a maximum of three terms. Prerequisite: for *The Chart* or *Crossroads*, Comm 111; for KXMS, Comm 200; for TV, Comm 201.

Comm 245 (F, S) (Per Sem.) 2 hr. cr.

### Media Career Exploration

Work experience to explore various media in areas related to professional goals in communication, and as a stepping stone to a possible internship. Students will work a minimum of 8 hours a week for a newspaper, radio or TV station, or in a media capacity for a business firm, organization, or institution. Students must be approved for the program before enrolling and must apply before the end of one semester for the following semester. Students will work under the supervision of a faculty member and a person at the media company or organization. Students will present a portfolio or demonstration tape at the conclusion of the course, for evaluation of a final grade. Students may repeat the course for a maximum of 4 hours of credit.

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but each 2 hour course must focus on different media or have different media responsibilities. Prerequisite: Declared communications major with a minimum of 30 semester hours; approval of adviser.

Comm 298 (Demand) 1-8 hrs. cr.  
**Topics in Communications**

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in syllabus.

Comm 300 (F) 3 hrs. cr.  
**Organizational Communication**

The interface between communication theory and organizational structure. Emphasis upon communication problems in organizations, strategies for overcoming such problems, and the design of effective communication systems in organizational settings. Prerequisite: Comm 101 and 215.

Comm 301 (S, Even) 3 hrs. cr.  
**Media Management**

Concepts for managing media organizations, including leadership, motivating employees, community involvement, legal aspects, ethics, audience targeting, policy determination, media organizational patterns, marketing, ownership influences, planning, and decision making.

Comm 302 (Demand) 3 hrs. cr.  
**Photocommunications I**

Theory and practice of communication through the medium of photography. Students work on the photography staffs of college publications and deal with the application of photography to the mass media. Prerequisite: Comm 111 and a knowledge of photographic techniques, including developing and printing.

Comm 303 (S) 3 hrs. cr.  
**Advanced Public Speaking**

Performance-based experiences to promote proficiency in the presentation and criticism of oratory. Emphasis on refining the art of informative and argumentative speechmaking. Prerequisite: Comm 100.

Comm 304 (F) 3 hrs. cr.  
**Small Group Communication** (Writing Intensive)

Small group context of interpersonal communication emphasizing group behavior and human relations. Specific units include group problem solving, decision making, and leadership style. Prerequisite: Comm 100.

Comm 305 (F, S) 3 hrs. cr.  
**Intercultural Communication** (Writing Intensive)

Analysis of variables influencing communication among peoples from different cultures. Emphasis on developing interpersonal skills needed in multicultural encounters. Prerequisite: Comm 100. (Meets Core Curriculum requirements in Area 5, International Cultural Studies.)

Comm 306 (S, Odd) 3 hrs. cr.  
**Persuasion**

A theoretical examination of the principles of influencing individuals and groups, a history of rhetoric and modern application of these principles to various areas of social interaction. Prerequisite: Comm 100.

Comm 307 (F) 3 hrs. cr.  
**Professional Interviewing**

Designed to prepare students for professional fields which require information-seeking and -gathering, decision-making, interaction skills and self-expression. The students will participate in a variety of simulated and actual interviewing situations as both an interviewer and interviewee. Prerequisite: Comm 100.

Comm 308 (S, Odd) 3 hrs. cr.  
**Gender Communication**

The pragmatics of gender-related communication refers to the study of the embedded contexts of male-female symbolic interaction. This introduction to the field of gender communication will look at interpersonal, organizational, and cultural contexts. Prerequisite: Comm 100.

Comm 310 (F, S) 3 hrs. cr.  
**Communication Law**

Statutes, administrative regulations, and court decisions affecting freedom of information, censorship, libel, privacy, contempt of court, obscenity, legal access, copyright, advertising, and broadcasting. Rights, privileges, and obligations of the press.

Comm 311 (F, S) 3 hrs. cr.  
**Introduction to Public Relations**

Nature and scope of public relations and its relationship to interpersonal and interdisciplinary conduct. Basic elements of public relations including planning, special events, speeches, news releases, annual reports, financial reporting, visual, and electronic media techniques.

Comm 315 (F, Even) 3 hrs. cr.  
**Argumentation and Debate**

The theory of the modern forms of evidence, evaluations, arguments, methods of refutation, and ethical relationships of these methods in a free society. Electronic tournament administration software is used. (Meets certification requirements for secondary education.) Prerequisite: Comm 100.

Comm 320 (S) 3 hrs. cr.  
**Advanced Video Production**

Focuses on the elements of producing and directing video programs. Students spend laboratory time learning techniques of producing programs for the University's television station. One hr. lecture, 4 hrs. lab each week. Prerequisite: Comm 201.

Comm 321 (F, S) (Per Sem.) 1 hr. cr.  
**Forensics Workshop**

Advanced practicum in the area of forensics, including research, organization, and presentation of the current debate proposition along with development and presentation of individual events. May be repeated for a maximum of 4 hrs. of credit. Prerequisite: Junior or senior standing and Comm 121.

Comm 325 (F) 3 hrs. cr.  
**Broadcast News Reporting** (Writing Intensive)

Experience in writing and reporting news for broadcast. Interview assignments, wire rewriting, and actualities. Computer laboratory experience. Prerequisite: Comm 111.

Comm 330 (F, S) 1 hr. cr.  
**Advanced Communications Practicum**

Intensive laboratory experience on the staff of the University newspaper, yearbook, broadcast media, or on special communications projects. Students will work for a minimum of 5 hrs. per week in positions of major responsibilities. May be repeated for a maximum of 6 hrs. of credit. Prerequisite: Junior or senior standing; media courses to prepare student adequately for work expected; Comm 220 or permission.

Comm 331 (F, S) 2 hrs. cr.  
**Advanced Newspaper Practicum**

Intensive lab experience with opportunities for major leadership position on the staff of the University newspaper. Students will participate fully in the publication of the newspaper working under the supervision of a faculty member. One class session plus a minimum of ten working hours per week are required. Attendance at a weekly newspaper staff meeting also is required. Two hours of credit each term for a maximum of two terms. Prerequisite: Comm 220 and 330.

Comm 333 (S, Odd) 3 hrs. cr.  
**Copy Editing**

An examination of the newspaper copy editor's role and the editing process. Emphasis on spelling, grammar, the *Associated Press Stylebook*, editing for accuracy and fairness, coaching writers, writing headlines, and designing pages. Two hrs. lab experience on the University newspaper, *The Chart*, each week. Prerequisite: Comm 111.

Comm 335 (F, Odd) 3 hrs. cr.  
**Feature Writing**

Finding and writing newspaper features and magazine articles, including profiles, columns, reviews, investigative pieces, travel sto-

ries, and history articles. A focus on developing and selling story ideas. Work on the University newspaper, *The Chart*, is required. Prerequisite: Comm 111 or consent of instructor.

**Comm 340 (S) 3 hrs. cr.**  
**Research Methods in Communication**

An introduction into the process of research in communications. Using a variety of research approaches to look at different communication artifacts, classroom focus is on the finding, nature, and evaluation of research. Research methods process is applied to popular communication artifacts.

**Comm 345 (F, S, Summer) 1-8 hrs. cr.**  
**Internship in Communications**

Off-campus work experience in areas related to professional goals of students. For advanced majors in communications. Students must be approved for the program prior to enrolling. Application must be made during the first half of one semester for the following semester. In all internships students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. Students may repeat the course to a maximum of 8 hrs. of credit. Prerequisite: Communications major with a minimum of 85 semester hrs.; approval of department head prior to enrolling. Some internships may have other specific prerequisites. Guidelines are available in the department's offices and must be followed.

**Comm 350 (Demand) 3 hrs. cr.**  
**Sports Writing**

The fundamental principles of reporting and interpreting sports, improving writing and editing skills for game coverage and feature stories, and further developing and refining those skills necessary for success in the field. Prerequisite: Comm 111.

**Comm 355 (S) 3 hrs. cr.**  
**Case Studies in Public Relations**

Analysis of public relations practices, including planning, communication, evaluation; management responsibilities. Prerequisite: Comm 311.

**Comm 360 (Demand) 3 hrs. cr.**  
**Visual Communication: Images With Messages**

An examination of visual modes of communication. Topics will include the basic elements of visual messages, the relation of visual communication to language, and the place of images in everyday life. This course is a direct result of the new age in communications initiated and promoted by computer technology.

**Comm 380 (S) 2 hrs. cr.**  
**International Media Seminar**

An extensive look at the world of international media through the experiences of renowned speakers and discussion leaders. Student will spend a week in Paris, France, attending seminars and conferences and meeting foreign correspondents, syndicated columnists, newspaper editors, television producers, and diplomats. Students must pay for travel and seminar expenses, with specific details available prior to enrollment.

**Comm 400 (Demand) 3 hrs. cr.**  
**Advanced Organizational Communication**

The application of communication theory within the organizational structure is the thrust of the course. Particular attention is focused on analysis and diagnostic capabilities. Communication training and development within an organizational setting is emphasized. Prerequisite: Comm 300.

**Comm 401 (S) 3 hrs. cr.**  
**Nonverbal Communication**

Study types and effects of various nonverbal communication behaviors and develop competencies and skills in applying the study to selected perspectives. Original research as well as published research will be emphasized. Prerequisite: Comm 100.

**Comm 402 (Demand) 3 hrs. cr.**  
**Photocommunications II**

Advanced theory and practice of communication through the medium of photography. Students work on the application of photography to the mass media. The use of computer programs and visual manipulation of images is a component of the course. Persuasion, nonverbal communication, public communication, and interpersonal communication will be used to create a portfolio of journalistic photographs that offer a visual narrative to the viewer. Prerequisite: Photocommunications I or consent of the instructor.

**Comm 405 (S) 3 hrs. cr.**  
**Advanced Intercultural Communication (Writing Intensive)**

An in-depth analysis of variables which influence communication among peoples from different cultures. It will be an application of the intercultural theories and principles learned in the basic Intercultural Communication course. This in-depth analysis of seven cultures, Northern Ireland, American Indians, Germany, China, Japan, India, and the Amish subculture in North America, from a communication perspective will utilize the case study method. Prerequisite: Comm 305.

**Comm 411 (F) 3 hrs. cr.**  
**Political and Social Communication**

Critical analysis of speakers and speeches selected to present the characteristic ideas of leading social and political developments in national and international affairs; includes lecture, reading, and discussion. Prerequisite: Comm 100 and junior or senior standing.

**Comm 420 (F, S) 3 hrs. cr.**  
**Mass Communications Theory**

Explores the various theories which have been applied to understanding the effects of the mass media. Students will learn the various paradigms which have been applied in attempting to predict media performance, reliability and impact. Prerequisite: Comm 100 plus 3 hrs. of communication courses.

**Comm 425 (Demand) 3 hrs. cr.**  
**Broadcast Scriptwriting**

Methods, style, and techniques for preparing scripts for various types of radio and television programs and announcements. Using the computer for typing scripts. Emphasis on promotion commercials, public service announcements, partially scripted and fully-scripted program formats, such as public affairs programs, variety shows, game shows, the documentary, and drama. Prerequisite: Comm 111 and 200 or 201 or 325.

**Comm 430 (Demand) 3 hrs. cr.**  
**Advanced Broadcast News Reporting**

Theory and practice of producing a regularly scheduled television newscast. Study, criticism, and evaluation of broadcast journalism. Six laboratory hours plus one staff meeting per week. Course may be repeated for a maximum of six hours. Prerequisite: Comm 325.

**Comm 431 (F,S) 2 hrs. cr.**  
**Electronic Field Production**

Planning, designing, and executing electronic field productions. This laboratory course is designed to build aesthetic awareness and the technical skills necessary to conceive and develop an idea and communicate that idea to others. Four hrs. of lab weekly. Course may be repeated for a maximum of four hours. Prerequisites: Comm 201.

**Comm 450 (Demand) 3 hrs. cr.**  
**Community Journalism**

Examining the nature and role of community journalism in an urbanized society is the thrust of the study. It relies heavily on the expertise of community journalism practitioners as resources of information and research. Experience with small daily and weekly newspapers will be the foundation for developing skills in community journalism. Prerequisite: Comm 111.

## 80 / Communication, English

Comm 455 (F) 3 hrs. cr.  
**Writing for Public Relations**  
Study, analysis and practice in writing for public relations media or for public relations use by media. Includes writing news, publicity, and feature stories as well as effective letter writing, newsletters, and brochures. Prerequisite: Comm 311.

Comm 460 (F) 3 hrs. cr.  
**Global Journalism**  
Structures, processes, and functions of newspapers around the world. Encompasses such issues as the use of print media between and within nations, censorship and repression, news coverage of war, and U.S. news coverage of international affairs. Prerequisite: Comm 111.

Comm 470 (F) 3 hrs. cr.  
**New Media Technology**  
Exploration of developed and developing technologies likely to shape the future of electronic media. New uses of older technologies. Historical development, regulation, and audience effects of these technologies. Students will become aware of critical controversies and projected future developments of technology. Prerequisite: CIS 105 or equivalent.

Comm 492 (S) 3 hrs. cr.  
**Communication Issues**  
Required of all communications majors. Synthesizes information obtained from previous coursework. Students are presented with current issues of concern from communications fields and are asked to present possible scenarios for their resolution. Prerequisite: Senior standing, plus 15 hrs. in communications.

Comm 498 (Demand) 1-8 hrs. cr.  
**Advanced Topics in Communication**  
For upper-division students. Topics to be announced each time the course is offered.

Comm 499 1-3 hrs. cr.  
**Independent Study in Speech Communication**  
An independent course structured by the adviser with approval of the department head and school dean. Prerequisite: Must have completed 90 hrs. with a cumulative GPA of 3.0 and have completed 15 hrs. of communications. Projects must be approved by adviser, department head, and school dean prior to enrollment.

Comm 499 1-3 hrs. cr.  
**Independent Study in Mass Communications**  
Individually directed study in selected areas for advanced majors in mass communications. Prerequisite: Must have completed 90 hrs. with a cumulative GPA of 3.0 and have completed 15 hrs. of communications. Projects must be approved by the adviser, department head, and school dean prior to enrollment.

# ENGLISH

Hearnes Hall 300, 417.625.9377

**Faculty** Simpson - Head, Ackiss, B. Brown, J.R. Brown, Couch, Dworkin, Greenlee, Kumbier, Marlowe, Martinek, McSpadden, Meche, Murphy, Rodgers, Saltzman, Toliver, Walters

The Department of English offers Core Curriculum courses in composition and literature for all students at the University. These courses emphasize writing and analytical skills and

cultivate an appreciation of literature in all its variety. The department also offers majors in English leading to the bachelor of arts degree and the bachelor of science in education degree.

The Bachelor of Arts in English provides an excellent preparation for graduates who plan to enter business and industry, who plan to pursue graduate studies in English, and who plan to enter professional schools such as law and even medicine. Graduates of this program are employed in such widely-diverse occupations as human resources, advertising, publishing, sales management, law, mass communications, and college teaching. English majors develop strong skills in writing, organization, and creativity, and they develop a perception and appreciation of the human values that grow out of the study of literature. Such skills equip English majors for success in the many different fields of employment described above, and more.

The Bachelor of Arts English major at Missouri Southern comprises two major tracks. The literary studies track focuses on the traditional study of literature, preparing the student for advanced study of English in graduate school, for law school, and for a variety of careers in which understanding of human nature, critical thinking, and oral and written communication skills are valued. The three writing emphases prepare the student for more specialized careers involving writing in the workplace—such as public relations, copy writing and editing, technical writing, and desktop publishing—and creative writing. Both tracks require senior capstone experiences: a Senior Seminar (English 495) in the literary studies track and one or two internships (English 491) in the writing emphases. These internships allow the students practical experience using writing and research skills in a workplace environment.

The Bachelor of Science in Education English degree prepares students who wish to teach English/Language Arts at the secondary level (grades 9-12). The English BSE program is accredited by the National Council on Accreditation of Teacher Education (NCATE) and the Missouri Department of Elementary and Secondary Education (DESE), following all the guidelines for teacher preparation of both of these organizations. Taking a prescribed set of courses in Teacher Education and in English, candidates for this degree may choose to certify to teach English as a single field (Plan B) or English plus another field (Plan A). Students who wish to certify to teach English/Language Arts in the middle school should consult the Teacher Education Program information in the catalog on page 188.

The English Department also offers an English minor with a choice of two emphases. The first, a minor in English with an emphasis in literature, is a traditional English minor that allows students to deepen their knowledge of literature and writing. The minor in English with a writing emphasis is designed for students to develop their writing skills, and it provides them with a way to present their accomplishments to prospective employers and graduate schools. Students who wish to minor in English will arrange a coherent sequence of courses in con-

sultation with the departmental adviser for minors. Students should choose courses on the basis of their backgrounds, their major programs, and, above all, their interests.

The department offers its majors and other students opportunities to use their talents and pursue their interests through student organizations like the Sigma Tau Delta Honor Society and Live Poets Society, creative arts publications (*The Winged Lion*), and departmental projects like the annual English Field Day, hosted by the department for high school students.

Core Curriculum requirements in Humanities and Fine Arts can be met with the courses listed on page 32 under Area 2, sections B and C. English 101 is a prerequisite to all courses except English 80 and 111. English 102 or 111 is a prerequisite to all writing-intensive courses and 300-400 level English courses. The department urges all students to complete English 101 and 102 in their freshman year.

## Bachelor of Arts with a Major in English

### Literary Studies Emphasis

	Semester Hours
Core Requirements (p. 32) 51*	45
Foreign Language (four courses in one language)	12
English Requirements	42**

### Foundations of English Study

Eng 202 Writing & Research in English . . . . . 3

### Study of the English Language

Eng 301 Introduction to English Linguistics

OR

Eng 400 History of the English Language . . . . . 3

### Advanced Writing:

One course from Eng 216, 310, 313 and 315 . . . . . 3

Literature Core (minimum of 15 hours, level 200 and above, distributed as below):

British Literature . . . . . 6

American Literature . . . . . 6

World Literature . . . . . 3

Eng 495 Senior Seminar . . . . . 3

English Electives . . . . . 15

College Electives . . . . . 25

124\*\*\*

\*Two of the literature survey courses listed under Area 2, sections B and C on page 32 satisfy both six of the 51 hours required for the Core Curriculum and six of the 15 hours of literature core or English electives required for the major.

\*\*Must be beyond college composition and include at least 12 hours at the 300-400 level. The student also will need to satisfy the computer literacy requirement as determined by the English department.

\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

## Bachelor of Arts with a Major in English

### General Writing Emphasis

	Semester Hours
Core Requirements (p. 32) 51*	45
Foreign Language (four courses in one language)	12
English Requirements	42**

### Foundations of English Study

Eng 202 Writing and Research in English . . . . . 3

### Study of the English Language

Eng 301 Introduction to English Linguistics

OR

Eng 400 History of the English Language . . . . . 3

### Post-Freshman Composition Writing

One course from Eng 216, 310, 315 . . . . . 3

### Advanced Writing

Three courses from Eng 310, 313, 315, 316, 317 . . . 9

### Literature Core

Minimum of 3 courses chosen from

Eng 261, 262, 271, 272, 281, 282 . . . . . 9

Internship with Portfolio

Eng 491 Internship in English . . . . . 3-6

English Electives . . . . . 9-12

College Electives . . . . . 25

124\*\*\*

\*Two of the English courses listed under Area 2, sections B and C on page 32 satisfy both six of the 51 hours required for the Core Curriculum and six of the 33 hours of English electives required for the major.

\*\*Must be beyond college composition and include at least 12 hours at the 300-400 level. The student also will need to satisfy the computer literacy requirement as determined by the English department.

\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

## Bachelor of Arts with a Major in English

### Professional/Technical Writing Emphasis

	Semester Hours
Core Requirements (p. 32) 51*	45
Foreign Language (four courses in one language)	12
English Requirements	42**

### Foundations of English Study

Eng 202 Writing and Research in English . . . . . 3

### Study of the English Language

Eng 301 Introduction to English Linguistics

OR

Eng 400 History of the English Language . . . . . 3

### Post-Freshman Composition Writing

One course from Eng 216 or 315 . . . . . 3

### Professional/Technical Writing

Eng 310 and 313 . . . . . 6

### Coursework in Related Disciplines

Art 215 OR 315 . . . . . 3

Comm 300, 305, OR 360 . . . . . 3

## Literature Core

Minimum of 3 courses chosen from  
Eng 261, 262; 271, 272; 281,282 ..... 9  
Internship with Portfolio  
Eng 491 Internship in English ..... 3-6

**English Electives** ..... 6-9  
**College Electives** ..... 25  
124\*\*\*

\*Two of the English courses listed under Area 2, sections B and C on page 32 satisfy both six of the 51 hours required for the Core Curriculum and six of the 33 hours of English electives required for the major.

\*\*Must be beyond college composition and include at least 12 hours at the 300-400 level. The student also will need to satisfy the computer literacy requirement as determined by the English department.

\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

## Bachelor of Arts with a Major in English Creative Writing Emphasis

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	45
<b>Foreign Language (four courses in one language)</b> .....	12
<b>English Requirements</b> .....	42**
<b>Foundations of English Study</b>	
Eng 202 Writing and Research in English .....	3
<b>Study of the English Language</b>	
Eng 301 Introduction to English Linguistics	
OR	
Eng 400 History of the English Language .....	3
<b>Post-Freshman Composition Writing</b>	
Eng 310 Professional Writing .....	3
Eng 315 Advanced Essay Writing .....	3
<b>Creative Writing</b>	
Eng 216 Introduction to Creative Writing .....	3
Eng 316 Creative Writing: Poetry .....	3
Eng 317 Creative Writing: Fiction .....	3
<b>Literature Core</b>	
Minimum of 3 courses chosen from	
Eng 261, 262; 271, 272; 281,282 .....	9
Internship with Portfolio	
Eng 491 Internship in English .....	3-6
<b>English Electives</b> .....	6-9
<b>College Electives</b> .....	25
	124***

\*Two of the English courses listed under Area 2, sections B and C on page 32 satisfy both six of the 51 hours required for the Core Curriculum and six of the 33 hours of English electives required for the major.

\*\*Must be beyond college composition and include at least 12 hours at the 300-400 level. The student also will need to satisfy the computer literacy requirement as determined by the English department.

\*\*\*Must include at least 40 upper division (300 - 400 level) hours.

## Bachelor of Science in Education with a Major in English

Grades 9-12 Certification

Plan A One of Two Teaching Fields

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	42
<b>Computer Literacy Requirement</b>	
<b>Educ 301 Computer Software</b> .....	3
<b>English Requirements</b> .....	33
<b>Study of the English Language</b>	
Eng 301 Introduction to English Linguistics .....	3
Eng 400 History of the English Language .....	3
<b>Teaching of Writing</b>	
Eng 319 Teaching Writing .....	3
<b>Adolescent Literature</b>	
Eng 330 Young Adult Literature .....	3
<b>Advanced Writing</b>	
Eng 216 Creative Writing	
OR	
Eng 310 Professional Writing	
OR	
Eng 313 Technical Writing	
OR	
Eng 315 Advanced Essay Writing .....	3
<b>Foundations of English Study</b>	
Eng 202 Writing and Research in English .....	3
<b>Literature Core</b>	
British Literature** .....	6
American Literature** .....	6
World Literature** .....	3
<b>Education Certification Requirements (p. 189)...</b>	37
<b>Second Teaching Field (some fields exceed 30 hours)</b>	30
	145

\*Six hours of literature from Area 2, sections B and C plus the required Psychology 100 satisfy Core Curriculum requirements.

\*\*A list of courses which fulfill these requirements is available in the English department.

\*\*\*Must be beyond college composition.

## Bachelor of Science in Education with a Major in English

Grades 9-12 Certification

Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	42
<b>Computer Literacy Requirement</b>	
<b>Educ 301 Computer Software</b> .....	3
<b>English Requirements</b> .....	42
<b>Study of the English Language</b>	
Eng 301 Introduction to English Linguistics .....	3
Eng 400 History of the English Language .....	3
<b>Teaching of Writing</b>	
Eng 319 Teaching Writing .....	3
<b>Adolescent Literature</b>	
Eng 330 Young Adult Literature .....	3

**Advanced Writing**

Eng 216 Creative Writing

OR

Eng 310 Professional Writing

OR

Eng 313 Technical Writing

OR

Eng 315 Advanced Essay Writing ..... 3

**Foundations of English Study**

Eng 202 Writing and Research in English ..... 3

**Literature Core**

British Literature\*\* ..... 6

American Literature\*\* ..... 6

World Literature\*\* ..... 3

**English Electives\*\*\*** ..... 9**Education Certification Requirements (p. 189)...** 37

124

\*Six hours of literature from Area 2, sections B and C plus the required Psychology 100 satisfy Core Curriculum requirements.

\*\*A list of courses which fulfill these requirements is available in the English department.

\*\*\*Must be beyond college composition.

**Minor in English**

(Literature Emphasis-ENGL)

	Semester Hours
Eng 216 Creative Writing ..... (3)	
OR	
Eng 310 Professional Writing ..... (3)	
OR	
Eng 313 Technical Writing ..... (3)	
OR	
Eng 315 Advanced Essay Writing ..... (3)	3
English courses at the 300-400 level ..... 9	
English Electives (beyond college composition) ..... 9	
	21*

\*Should be chosen in consultation with an adviser in the English department.

**Minor in English**

(Writing Emphasis-ENGW)

	Semester Hours
<b>A: Six hours of college composition</b>	
Eng 101 College Composition I ..... (3)	
AND	
Eng 102 College Composition II ..... (3)	
OR	
Eng 111 Advanced College Composition ..... (6)	6

**B: Twelve hours from the following:**

Eng 216 Creative Writing ..... (3)	
Eng 310 Professional Writing ..... (3)	
Eng 313 Technical Writing ..... (3)	

Eng 315 Advanced Essay Writing ..... (3)	
Eng 316 Creative Writing: Poetry ..... (3)	
Eng 317 Creative Writing: Fiction ..... (3)	12

**C: Three hours in a 300-400 level writing intensive course in the student's major** ..... 3

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**For additional information contact:**

Dr. Dale W. Simpson

Office: Hearn Hall 314

Phone: 417.625.9640

Email: simpson-d@mssu.edu

**Suggested Order of Study****Bachelor of Arts**

Major Code 1502

**English Major****Literary Studies Emphasis****Freshman Year**

Course	Hours
1st Semester	
CORE [Eng 101 Comp I]	3
CORE [Hist 110 or 120]	3
CORE [Foreign Language]	3
CORE [Math 125 or equivalent]	3
CORE [Econ 180 Amer Econ Sys]	3
Psy 120 College Orientation	1
	16

**2nd Semester**

CORE [Eng 102 Comp II]	3
CORE [PSc 120 Gov't]	3
CORE [Foreign Language]	3
CORE [Art 110, Mus 110 or Th 110]	3
CORE [Kine 101 Physical Activity]	1
CORE [Hist 110 or 120]	3
	16

**Sophomore Year**

Course	Hours
1st Semester	
CORE [Foreign Language]	3
CORE [Comm 100 Oral Communication]	3
CORE [Bio 101 General Biology]	4
CORE [Kine 103 Lifetime Wellness]	2
Eng 216 Creative Writing or Eng Lit Core	3
	15

**2nd Semester**

CORE [Foreign Language]	3
Eng 202 Writing & Research in English	3
CORE [Phys 100 Physical Science]	5
CORE [Psy 100 or Soc 110]	3
CORE [Literature Surv/English Lit Core]	3
	17

**Junior Year**

Course	Hours
1st Semester	
CORE English Literature Survey or Eng 305	3
Eng 301 Introduction to English Linguistics	3
Eng 315 Professional Writing or Eng Lit Core	3
CORE [International Cultural Studies]	3
Eng English Elective	3
	15

<b>2nd Semester</b>			
Eng 400	History of the English Language	3	
Eng	English Literature Core	6	
Eng	English Elective	3	
Elective	[Minor]	3-6	
			<b>15-18</b>

<b>Senior Year</b>			
<b>1st Semester</b>			
Eng 495	Senior Seminar or English Elective	3	
Eng	English Literature Core	3	
Eng	English Elective	3	
Elective	[Minor]	3-6	
			<b>15-18</b>

<b>2nd Semester</b>			
Eng 495	Senior Seminar or English Elective	3	
Eng	English Literature Core	3	
Elective	[Minor]	6-9	
			<b>12-15</b>

## [Department Recommendations]

Students must choose one course from 216 (fall), 310 (fall), 313 (spring) or 315 (spring). Eng 301 is offered fall semesters only; Eng 400 is offered in spring semesters only. Six hours of literature selected from Area 2, sections B and C will satisfy six hours of the Core Curriculum requirements page 32.

## Bachelor of Arts

### English Major

#### General Writing Emphasis

Major Code 1503

#### Professional & Technical Writing Emphasis

Major Code 1504

#### Creative Writing Emphasis

Major Code 1505

Options for course selection vary on a semester by semester basis. The major adviser will supervise the student's choices during the registration process.

## For additional information contact:

Dr. Dale W. Simpson  
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Phone: 417.625.9640  
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## Bachelor of Science in Education

Major Code 9024

### English Major

#### Grades 9-12 Certification

#### Plan A One of Two Teaching Fields

Note: Students following Plan A should consult an adviser in English and the other major to work out an individualized program.

## Freshman Year

<b>1st Semester</b>			
CORE	[Eng 101 Comp I]	3	
Psy 100	General Psychology	3	
CORE	[Hist 110 or 120 U.S. Hist]	3	
CORE	[Math 125 or equivalent]	3	
CORE	[Kine 101 Physical Activity]	1	
Psy 120	College Orientation	1	
CORE	[Econ 180 Amer Econ Sys]	3	
			<b>17</b>

<b>2nd Semester</b>			
CORE	[Eng 102 Comp II]	3	
CORE	[Literature Survey: Brit/Amer/Wrld]	3	

CORE	[PSc 120 Gov't:U.S./St/Loc]	3	
CORE	[Bio 101 General Biology]	4	
CORE	[Art 110, Mus 110, Th 110]	3	
Educ 100	Orientation to Education I	1	
			<b>17</b>

## Sophomore Year

### 1st Semester

*Take C-Base test. Get faculty recommendation, write autobiography, & file admission papers for tentative admission to Teacher Education. If ACT is less than 20, student should retake ACT.*

CORE	[Area 2 C: English, American, World Lit]		
OR			
Eng 305	Short Story	3	
Eng	[British, American or World Literature]	3	
CORE	[Kine 103 Life Wellness]	2	
CORE	[Phys 100 Phys Science]	5	
Psy 301	Adolescent Psychology	3	
Educ 200	Orientation to Education II	1	
			<b>17</b>

### 2nd Semester

*Apply for admission to teacher education during first six weeks of the semester.*

Eng 202	Writing & Research in English	3	
Psy 302	Exceptional Child	2	
Psy 310	Educational Psychology	3	
CORE	[Comm 100 Oral Communication]	3	
CORE	[Hist 110, 120 or 320]	3	
Educ 301*	Computer Software	3	
			<b>17</b>

\*This is a certification requirement and must be taken by all teacher education students.

## Junior Year

*Pass media competencies. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.*

### 1st Semester

Eng 301	Introduction to English Linguistics	3	
Eng 310	Professional Writing		
OR			
Eng 216	Creative Writing	3	
Educ 321	Microteaching	2	
Educ 329	Ped Theory, Methods, & Practices	4	
Educ 423	Classroom Management	2	
English	Elective	3	
			<b>17</b>

### 2nd Semester

Eng 400	History of English Language	3	
Eng 315	or English Elective	3	
Eng	[British, American or World Literature]	3	
Eng 330	Literature for Adolescents	3	
Eng	[British, American, or World Literature]	3	
Educ 422*	Content Area Literacy: Secondary	2	
			<b>17</b>

\*Can be taken concurrent with Junior Block or any following semester except for Professional Block.

## Senior Year

*Apply for admission to student teaching. All course work must be completed except for professional semester courses.*

### 1st Semester

Eng	Electives	3	
Elective	(General)	3	
Eng 319	Teaching Writing/Middle Sch/Secondary	3	
CORE	[International Cultural Studies]	3	
			<b>12</b>

2nd Semester		
Educ 332	Teaching English in Secondary School	2
Educ 462	Student Teaching	8
Educ 402	Foundations	2
Educ 432	Critical Issues	2
Educ 412	Middle School Org/Ph & Curr (2)	
OR		
Educ 420*	Introduction to Counseling (3)	
OR		
Psy 412	Measurement & Evaluation (2)	2-3
		16-17

[Department Recommendations]

\*Offered at night only. Must be taken the semester prior to student teaching.

**Bachelor of Science in Education**  
Major Code 9024  
**English Major**  
**Plan B Single Teaching Field**  
**Grades 9-12 Certification**

**Freshman Year**

1st Semester		
CORE	[Eng 101 Comp I]	3
Psy 100	General Psychology	3
CORE	[Hist 110 or 120]	3
CORE	[Math 125 or equiv]	3
CORE	[Kine 101 Physical Activity]	1
Psy 120	College Orientation	1
CORE	[Econ 180 Amer Econ Sys]	3
		17

2nd Semester		
CORE	[Eng 102 Comp II]	3
CORE	[Literature Survey: Brit/Amer/World]	3
CORE	[PSc 120 Gov't:U.S./St/Loc]	3
CORE	[Bio 101 General Biology]	4
CORE	[Art 110, Mus 110 or Th 110]	3
Educ 100	Orientation to Education I	1
		17

**Sophomore Year**

1st Semester		
<i>Take C-Base test. Get faculty recommendation, write autobiography, &amp; file admission papers for tentative admission to Teacher Education. If ACT iss less than 20, student should retake ACT.</i>		
CORE	[Area 2-C: Eng/Amer/Wld Literature]	3
Eng	[British, American or World Literature]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Phys 100 Physical Science]	5
Psy 301	Adolescent Psychology	3
Educ 200	Orientation to Education II	1
		17

2nd Semester  
Apply for admission to teacher education during first six weeks of the semester.

Eng	[British, American or World Literature]	3
Psy 302	Exceptional Child	2
Psy 310	Education Psychology	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Hist 110, 120 or 320]	3
Educ 301*	Use of Computer Software/Classroom	3
		17

\*This is a certification requirement and must be taken by all teacher education students.

**Junior Year**

Pass media competencies. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

1st Semester		
Eng 301	Introduction to English Linguistics	3
Eng 310	Professional Writing	
OR		
Eng 216	Creative Writing	3
Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
Elective	(General)	3
		17

2nd Semester		
Eng 400	History of English Language	3
Eng 216	or 315 or English Elective	3
Eng 330	Literature for Adolescents	3
Eng	British, American or World Literature	3
Educ 422*	Content Area Literacy: Secondary	3
		15

\*Can be taken concurrent with Junior Block or any following semester except for Professional Block.

**Senior Year**

Apply for admission to student teaching. All course work must be completed except for Professional Semester courses.

1st Semester		
Eng	Electives	9
Eng 319	Comp for Teachers	3
CORE	[International Cultural Studies	3
		15

2nd Semester		
Educ 332	Tching Eng in Sec School	2
Educ 462	Student Teaching	8
Educ 402	Foundations	2
Educ 432	Critical Issues	2
Educ 412	Indiv Curriculum Dev (2)	
OR		
Educ 420*	Intro to Counseling (3)	
OR		
Psy 412	Meas & Eval (2)	2-3
		16-17

[Department Recommendations]

\*Offered at night only. Must be taken the semester prior to student teaching.

**For additional information contact:**

Dr. Dale W. Simpson  
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Email: simpson-d@mssu.edu

## Course Descriptions

Eng 080 (F, S) 3 hrs. cr.  
**Basic Composition**

Offered through the Learning Center, for students whose Writing Placement scores indicate a need for developmental composition. Students will write at least six major papers with special attention given to mechanics, grammar, syntax, paragraphing, and organization. Students must pass English 80 before registering for English 101. No credit toward baccalaureate degree.

- Eng 101 (F, S) 3 hrs. cr.  
**College Composition I** (*Writing Intensive*)  
 An introduction to the principles of college-level writing and critical thinking. Students will write a number of essays for a variety of purposes and audiences. Successful completion of the course permits the student to enroll in English 102. Students demonstrating exceptional ability as indicated by Writing Placement scores may take English 111. (Meets Area 1 Core Curriculum requirement.)
- Eng 102 (F, S) 3 hrs. cr.  
**College Composition II** (*Writing Intensive*)  
 Continued development of writing skills. Emphasizes writing from sources. Initiation, development, and completion of a research paper. Prerequisite: English 101. (Meets Area 1 Core Curriculum requirement.)
- Eng 111 (F) 3 hrs. cr.  
**Advanced College Composition** (*Writing Intensive*)  
 For students whose Writing Placement scores demonstrate exceptional proficiency. With a grade of 'C' or better in English 111, a student also automatically receives three hrs. credit for English 101, thereby satisfying the six hour composition requirement. Students receiving a D in English 111 must take English 102.
- Eng 150 (F, S) 3 hrs. cr.  
**Introduction to Literature**  
 An examination of literary themes, techniques, and approaches reflected in the genres of fiction, poetry, and drama. Does not count toward the English BA and BSE majors. Prerequisite: Eng 101 or Eng 111 (Meets Area 2C Core Curriculum requirement for majors outside of English.)
- Eng 160 (Demand) 3 hrs. cr.  
**Introduction to Film Studies**  
 An introduction to the study of film as a literary genre and art form. Prerequisite: Eng 101 or Eng 111. Two hrs. lecture, 2 hrs. lab.
- Eng 202 (F, S) 3 hrs. cr.  
**Writing and Research in English** (*Writing Intensive*)  
 A required gateway course for English BA and BSE majors. An introduction to the aims and methods of writing and scholarship in the discipline. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 216 (F) 3 hrs. cr.  
**Creative Writing** (*Writing Intensive*)  
 Writing of prose, poetry, and drama. A study of the writer's roles and technical approaches to literature in order to develop creative writing skills. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 261 (F, S) 3 hrs. cr.  
**World Literature I**  
 Selected literature from the ancient world through the Renaissance, excluding British and American literature. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirement.)
- Eng 262 (F, S) 3 hrs. cr.  
**World Literature II**  
 Selected literature from the Renaissance to the present, excluding British and American literature. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirements.)
- Eng 271 (F, S) 3 hrs. cr.  
**British Literature I**  
 Survey of British literature from its beginnings through the eighteenth century. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirement.)
- Eng 272 (F, S) 3 hrs. cr.  
**British Literature II**  
 Survey of British literature from the Romantic Movement to the present. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirement.)
- Eng 281 (F, S) 3 hrs. cr.  
**American Literature I**  
 A survey of American literature from its beginning to the Civil War. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirement.)
- Eng 282 (F, S) 3 hrs. cr.  
**American Literature II**  
 A survey of American literature from the Civil War to the present. Prerequisite: Eng 101 or Eng 111. (Meets Area 2B Core Curriculum requirements.)
- Eng 298 (Demand) 3 hrs. cr.  
**Topics in English**  
 Studies in a variety of areas not covered in regular courses. Topic open. Prerequisite: Eng 101 or 111.
- Eng 301 (F) 3 hrs. cr.  
**Introduction to English Linguistics**  
 The scientific study of the English language, from ca. 1960 to the present, covering such topics as phonology, morphology, syntax, language acquisition, regional and social variation, and usage. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 305 (F, S) 3 hrs. cr.  
**The Short Story**  
 An in-depth study of the short story with representative writers from throughout the world. Prerequisite: Eng 101 and 102 or Eng 111. (Meets Area 2C Core Curriculum requirement.)
- Eng 310 (F) 3 hrs. cr.  
**Professional Writing** (*Writing Intensive*)  
 An advanced course focused on the writing demands of professional occupations. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 313 (S) 3 hrs. cr.  
**Technical Writing** (*Writing Intensive*)  
 An advanced course focused on the practical demands of on-the-job writing, designed primarily for upper-level students preparing for careers in science, technology, or social science. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 315 (S) 3 hrs. cr.  
**Advanced Essay Writing** (*Writing Intensive*)  
 An advanced course in the principles of prose style, focusing on the academic essay. Recommended for all students, especially those entering the professions or aspiring to become writers. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 316 (S, Odd) 3 hrs. cr.  
**Creative Writing: Poetry** (*Writing Intensive*)  
 An advanced course in the writing of poetry, including analysis and emulation of professional models and workshop editing of original student writings. Prerequisite: Eng 101 and 102 or Eng 111 and Eng 216 or permission of instructor.
- Eng 317 (S, Even) 3 hrs. cr.  
**Creative Writing: Fiction** (*Writing Intensive*)  
 An advanced course in the writing of fiction, including analysis and emulation of professional models and workshop editing of original student writings. Prerequisite: Eng 101 and 102 or Eng 111 and Eng 216 or permission of instructor.
- Eng 319 (F) 3 hrs. cr.  
**Teaching Writing in the Middle and Secondary School** (*Writing Intensive*)  
 For prospective teachers of English. Composition theory and pedagogy. Prerequisite: Eng 101 and 102 or Eng 111.
- Eng 325 (F, S) 3 hrs. cr.  
**Children's Literature** (*Writing Intensive*)  
 A reading, lecture, and observation course for elementary education students, including evaluation of children's literature, its historical

development, and its uses in the elementary school. Does not count toward the English BA and secondary English BSE majors. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 330 (S) 3 hrs. cr.  
**Young Adult Literature** (*Writing Intensive*)  
 An extensive reading course for English education majors including evaluation of adolescent literature, some methodology for classroom use, and a major unit on minority literature. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 335 (Triennial) 3 hrs. cr.  
**Women's Literature**  
 A study of the literary tradition of women authors writing in English. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 340 (Triennial) 3 hrs. cr.  
**African-American Literature**  
 A study of literature written by African-Americans from the Colonial Period to the present. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 345 (Triennial) 3 hrs. cr.  
**The American Novel**  
 A study of the development of the novel in America. Representative works of authors such as Hawthorne, Melville, Twain, Hemingway, and Faulkner. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 350 (Triennial) 3 hrs. cr.  
**Recent American Fiction**  
 A study of the major writers and movements in American fiction since World War II. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 360 (Triennial) 3 hrs. cr.  
**Modern World Drama**  
 A study of world drama from Ibsen to the present. Selections from European, British, American, Asian, and African playwrights. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 370 (Triennial) 3 hrs. cr.  
**British and American Poetry Since 1850**  
 A study of British and American poetry from the works of W.B. Yeats to the present. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 380 (Triennial) 3 hrs. cr.  
**The English Novel**  
 Studies in the English novel from 1700 to the present, featuring representative works from authors such as Austen, Dickens, and Joyce. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 385 (Triennial) 3 hrs. cr.  
**Continental Novel**  
 A study of representative works by European novelists of the nineteenth and twentieth centuries. Emphasis is on the major European novelists such as Tolstoy, Dostoevsky, and Kafka. Works read in modern English translation. (Meets Core Curriculum requirements in Area 5, International Cultural Studies.) Prerequisite: Eng 101 and 102 or Eng 111.

Eng 390 (Triennial) 3 hrs. cr.  
**Epic**  
 An intensive study of a range of Western and non-Western epic poetry and prose, with emphasis on literature from non-English speaking cultures. Works read in modern English translation. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 391 (Triennial) 3 hrs. cr.  
**World Poetry**  
 An intensive study of a range of European and non-European lyric poetry in translation. Works read in modern English translation. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 400 (S) 3 hrs. cr.  
**History of the English Language**  
 A study of the ancestors of Modern English and the effect of other languages, peoples, and cultures upon the development of English.

Phonology, morphology, syntax, and usage of the language throughout its history. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 410 (Triennial) 3 hrs. cr.  
**Medieval English Literature**  
 A study of the literature of England from the 11th through the 15th centuries, emphasizing such authors as Chaucer and Malory and the genres of poetry and drama. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 415 (Triennial) 3 hrs. cr.  
**Renaissance/Seventeenth Century British Literature**  
 An in-depth survey of British poetry and prose from 1500 to 1660 with a focus on major figures such as Sidney, Spenser, Donne, Marvell, and Milton. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 425 (Triennial) 3 hrs. cr.  
**Restoration and Eighteenth Century British Literature**  
 A study of British poetry and prose from 1660-1798, representing Neoclassicism and the Enlightenment. Focuses on such major figures as Dryden, Pope, Swift, Johnson, and Burns. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 430 (Triennial) 3 hrs. cr.  
**British Romantic Period**  
 A study of British literature from 1798 to 1832 treating such major authors as Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 435 (Triennial) 3 hrs. cr.  
**British Victorian Period**  
 A study of British literature from 1832 to 1901, examining such representative authors as Tennyson, Carlyle, Browning, and Dickens. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 440 (Triennial) 3 hrs. cr.  
**British Literature: Modernism to Postmodernism**  
 In-depth study of the literature of Britain from 1900 to the present, including works written in Britain's imperial holdings. Emphasizes the evolution of British culture and literature following the Victorian Era, through Britain's decline as a colonial power, the world wars, and Britain's realization of itself as an increasingly heterogeneous society at the century's end. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 450 (F) 3 hrs. cr.  
**Shakespeare**  
 A study of selected comedies, histories, tragedies, romances, and poems. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 455 (Triennial) 3 hrs. cr.  
**British Literature: Major Figures**  
 An intensive study of a major author or authors whose contribution to British literature is of significant worth. May be repeated with variation of author. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 460 (Triennial) 3 hrs. cr.  
**American Literature: Major Figures**  
 An intensive study of a major author or authors whose contribution to American literature is of significant worth. May be repeated with variation of author. Prerequisite: Eng 101 and 102 or Eng 111.

Eng. 465 (Triennial) 3 hrs. cr.  
**Studies in American Literature through the Civil War**  
 A study of the development of American literary traditions from the colonial period through the Civil War, with an emphasis on the ways in which early writers shaped the experience of the New World. Different perspectives from male, female, native-American, and African-American writers as expressed in a variety of genres (poems, journals, sermons, essays, drama and novels) will provide the focus for the class. Prerequisite: Eng 101 and 102 or Eng 111.

Eng 480 (Triennial) 3 hrs. cr.  
**Literary Theory and Criticism**  
 A study of major schools of criticism and the major representatives of each school. Prerequisite: Eng 101 and 102 or Eng 111.

**Eng 491 (F, S)** 1-8 hrs. cr.  
**Internship in English**  
 Practical experience using writing skills in a professional environment. All internships must conform with MSSU institutional policy regarding the number of hours work per credit and contractual agreements with cooperating facility. Three-hour internships may be repeated. Prerequisites: Eng 101 and 102 or Eng 111; Advanced standing with a GPA of 3.0, and approval of a departmental committee.

**Eng 495 (F)** 3 hrs. cr.  
**Senior Seminar** (Writing Intensive)  
 Intensive study of one or more literary authors, genres, and/or historical periods, culminating in a substantial research paper. Topic open. Prerequisite: Eng 202. For senior English majors or for others by permission of department head.

**Eng 498 (Demand)** 3 hrs. cr.  
**Advanced Topics in English**  
 For advanced English majors or by permission of department head. Topic open. Prerequisite: Eng 101 and 102 or Eng 111.

**Eng 499 (Demand)** 1-3 hrs. cr.  
**Independent Study**  
 Individually directed study in selected areas for advanced English majors. Prerequisite: Eng 101 and 102 or Eng 111; a GPA of 3.0 in English. Enrollment must be approved by adviser, department head, and school dean.



**Faculty** Mike Fletcher- Director, W. Black, M. Kennedy

MSSU offers a four-year Bachelor of Science degree in Environmental Health. Environmental Health is the science of protecting the human environment. Career opportunities include professional positions with health departments, environmental protection agencies, and corporate occupational health and safety divisions. The program is fully accredited by the National Environmental Health Science and Protection Accreditation Council (NEHSPAC).

## Bachelor of Science with a Major in Environmental Health

Major Code 1299

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>39</b>
<b>Biology &amp; Environmental Health Core.</b>	<b>44</b>
Bio 101 General Biology	
OR	
Bio 121 Human Anatomy & Physiology I	4
Bio 231 General & Medical Microbiology	5
Bio 290 Research & Statistical Methods	3
EH 311 Soil Morphology & Sewage Systems	3
EH 370 Environmental Health	3
EH 371 Toxicology	3
EH 372 Environmental Regulations	3
EH 376 Environmental Protection	3

EH 377	Food Safety	3
EH 378	Occupational Health & Safety	3
EH 380	Epidemiology	3
EH 450	Internship in Environmental Health	5
EH 481	Environmental Risk Management	3

### Mathematics and Physical Science 25

Math 140	College Algebra & Trigonometry	5
Chem 101	General Chemistry I	5
Chem 102	General Chemistry II	5
Chem 300	Introduction to Modern Organic Chemistry	
OR		
Chem 301	Organic Chemistry I	5
Phys 151	Elementary College Physics I	5

### College Computer Requirement. 3

Bio 303	Computer Applications in Biology	
OR		
EH 304	Geographic Information Systems	3

### Environmental Health Electives 13

Select from the following\*\*\*:

Bio 221	Human Anatomy & Physiology II	5
OR		
Bio 301	Human Physiology	4
Bio 240	Radiation Biology	3
Bio 361	Parasitology	4
Bio 442	Pathogenic Bacteriology	5
Bio 481	Aquatic Ecology	4
Chem 201	Analytical Chemistry	5
EH 201	Hazardous Materials	3
EH 298	Topics in Environmental Health	1-5
EH 300	Environmental Geology	3
EH 304	Geographic Information Systems	3
EH 312	Environmental Biology	4
EH 352	International Environmental Health	3
EH 373	Solid Waste Management	1
EH 375	Disease Vector Control	2
EH 450	Internship in Environmental Health	1-3
EH 498	Advanced Topics in Environmental Health	1-5
EH 499	Problems in Environmental Health	1-3
IntS 302	World Environmental Issues	3
MIDS 402	Future Environments: Sustainability	3
PSc 421	Public Administration	3
OR		

MSSU approved transfer courses

**Total Minimum Hours 124**

\*Required courses in biology, chemistry, mathematics, and physics satisfy major requirements and 12 hrs. of the Core Curriculum.

\*\*Must include at least 40 hours of upper division.

\*\*\* Coursework not listed as an elective will be evaluated on a case-by-case basis as to its application for an environmental health professional or toward graduate education.

Majors satisfy the Writing Intensive (WI) requirement by completing Eng 101 and 102 (or their equivalent) and three WI classes in environmental health, biology, or a supporting area. See MSSU Catalog page 32 for Writing Intensive requirements. Math 130 + Math 112 is equivalent to Math 140.

## Suggested Order of Study

### Bachelor of Science Degree Major Code 1299 Environmental Health Major

#### Freshman Year

Course	Hours
Bio 101 General Biology	4
CORE [Area 4 – Am. Cultural Study]	3
CORE [Eng 101 Comp I]	3
CORE [Kine 101 Physical Activity]	1
CORE [Psy 120 College Orientation]	1
Math 140 College Algebra & Trigonometry	5
	17

#### 2nd Semester

Chem 101 General Chemistry I	5
CORE [Eng 102 Comp II]	3
CORE [Humanities and Fine Arts]	3
Phy 151 Elem College Physics	5
	16

#### Sophomore Year

Course	Hours
CORE [Area 4 – Am Cultural Study]	3
Bio 231 Gen/Med Microbiology	5
Chem 102 General Chemistry II	5
CORE [Comm 100 Oral Communication]	3
	16

#### 2nd Semester

Chem 300 OR Chem 301 Organic Chemistry	5
EH 370 Environmental Health	3
CORE [Area 4 – Am Cultural Study]	3
CORE [Behavioral Science]	3
CORE [Kine 103 Lifetime Wellness]	2
	16

#### Junior Year

Course	Hours
EH 311 Soil Morphology & Sewage System	3
EH Elective(s)	4
EH 372 Environmental Regulations	3
EH 376 Environmental Protection	3
EH 304 Geographic Information Systems	3
	16

#### 2nd Semester

EH 371 Toxicology	3
EH 377 Food Safety	3
EH 378 Occupational Health & Safety	3
CORE [Area 4 – Am Cultural Study]	3
CORE [Humanities and Fine Arts]	3
	15

#### Senior Year

Course	Hours
EH Electives	6
Bio 290 Research & Statistical Methods	3
CORE [Humanities and Fine Arts]	3
CORE [International Cultural Study]	3
	15

#### 2nd Semester

EH 481 Environmental Risk Management	3
EH 380 Epidemiology	3

EH Electives	7
EH 450 Internship in Environmental Health	5
	15
<b>Total Hours</b>	<b>125</b>

Program must satisfy Writing Intensive (WI) requirements page 32.

#### For additional information contact:

Mr. Mike Fletcher  
Office: Reynolds Hall 320  
Phone: 417.625.9765  
Email: fletcher-m@mssu.edu

#### For program accreditation information contact:

National Environmental Health Science and Protection Accreditation Committee, atres@aehap.org or 503.235.6831

## Course Descriptions

EH 201 (F, Even) 3 hrs. cr.  
**Hazardous Materials and Waste Management**

Knowledge will be gained in the proper storage, handling, and disposals of hazardous materials and hazardous waste. All students who successfully complete this course will be awarded Hazardous Waste Operations and Emergency Response (HAZWOPER) certificates. Prerequisites: Biology 101 or 121 and Chem 101.

EH 298 (Demand) 1-5 hrs. cr.  
**Topics in Environmental Health**

Designed to give instruction in some discipline of environment health not covered in other courses. Prerequisites to be determined by department.

EH 300 (S, Odd) 3 hrs. cr.  
**Environmental Geology**

Introduction to our relationship to the earth's environment. Limitations of natural resources and future projections are considered along with man's demands on the environment. Oil spills, surface mining, waste disposal, ground water and other problems of a geologic nature are reviewed. Natural environmental hazards, such as volcanoes, earthquakes, subsidence, mass movements and floods are examined. Prerequisite: Physics 151. (Cross-listed in geology.)

EH 304 (F, Odd) 3 hrs. cr.  
**Geographic Information Systems**

Explores the expanding use of Geographic Information Systems (GIS) in ecology, environmental health, and related fields. Satisfies the computer literacy requirement for biology and environmental health majors. Lecture and laboratory scheduled equivalent to 3 credits. Prerequisite: Bio 101 or 121. (Cross-listed in biology.)

EH 311 (F, Odd) 3 hrs. cr.  
**Soil Morphology and Sewage Systems**

Concepts, methods, and practices useful to the environmental health professional for soil morphology and site assessment leading to the proper design of residential sewage treatment systems. Two hours of lecture and two hours of field and/or laboratory activities are required per week. Prerequisites: Chem 101, Bio 101, or 121.

EH 312 (F or Summer) 4 hrs. cr.  
**Environmental Biology** (Writing Intensive)

Environmental factors and their interactions with living organisms. Emphasis on human ecology and wise natural resource utilization. Three lectures, one two hour lab per week. Prerequisite: Bio 101 or 121. (Cross-listed in biology.)

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- EH 352 (Demand)** 3 hrs. cr.  
**International Environmental Health**  
 International Environmental Health is an in-depth study of environmental health issues in countries other than the United States of America. The approach of this course is to select a country to be studied and review the pertinent environmental health issues. Environmental health issues common to many countries, as well as issues that are unique to the selected country will be studied. The environmental health issues of the selected country will be studied in the classroom and followed up with an extended field trip usually lasting about two weeks. Prerequisites: EH 312.
- EH 370 (S)** 3 hrs. cr.  
**Environmental Health**  
 A survey of contemporary environmental health problems and protection measures, including public health disease prevention and environmental health hazard mitigation. Three lectures per week. Prerequisite: Bio 101 or 121. (Cross-listed in biology.)
- EH 371 (S, Even)** 3 hrs. cr.  
**Toxicology**  
 An introduction to the principles and mechanisms of toxicants that threaten the health of humans. Three hours of class per week. Prerequisites: Bio 101 or 121 and Chem 101.
- EH 372 (F, Odd)** 3 hrs. cr.  
**Environmental Regulations**  
 A study of the regulations needed by environmental health professionals that work in the fields of environmental protection, environmental compliance, or public health and safety. Three hours of lecture per week. Prerequisite: Bio 101 or Bio 121 or Chem 101.
- EH 373 (F, Even)** 1 hr. cr.  
**Solid Waste Management**  
 Introduction to the problems and potential solutions related to the generation, disposal, recycling, reuse, and prevention of solid wastes. Emphasis will be on solid waste management for a sustainable society. Prerequisite: Bio 101 or Bio 121 and Chem 101.
- EH 375 (F, Even)** 2 hrs. cr.  
**Disease Vector Control**  
 Identification and control of organisms that serve as reservoirs and vectors of diseases to humans. Two hrs. per week. Prerequisite: Bio 101 or Bio 121 and Chem 101.
- EH 376 (F, Odd)** 3 hrs. cr.  
**Environmental Protection**  
 Concepts, methods, and practices useful to the environmental health professional for water quality management, water treatment, wastewater treatment, stormwater management, solid waste management, hazardous waste treatment, bioremediation, and air quality management for the protection of the environment and the public health. Two hrs. of lecture, two hrs. of lab/field work per week. Prerequisites: Bio 101 or Bio 121 and Chem 101.
- EH 377 (S, Even)** 3 hrs. cr.  
**Food Safety**  
 The concepts, methods, practices, and regulations that help ensure a safe food supply. This information is useful for the environmental health professional working as a health agency regulator or as a quality control agent in the food industry. Two hrs. of lecture, two hrs. of lab/field work per week. Prerequisites: Bio 101 or Bio 121 and Chem 101.
- EH 378 (S, Even)** 3 hrs. cr.  
**Occupational Health and Safety**  
 An introduction to the concepts, principles, and methods generally employed by industrial health and safety officers in the performance of their duties. Prerequisite: Chem 101 and Bio 101 or Bio 121.
- EH 380 (S, Odd)** 3 hrs. cr.  
**Epidemiology**  
 Introduction to the concepts, principles, and methods generally useful in the surveillance and investigation of communicable disease outbreaks. Prerequisite: Bio 101 or Bio 121. (Cross listed in biology.)
- EH 450 (F, S or Summer)** 1-8 hrs. cr.  
**Internship in Environmental Health**  
 Experience in actual observation and work at health facilities, health regulation agencies, and/or industrial plants where environmental health is a viable concern. Periodic meetings between the Missouri Southern coordinator, the cooperating institution, and the student will be required. The student should not be employed in any job that will prevent full-time, maximum concentration on the academic internship. Prerequisite: Junior or senior standing in environmental health or biology curricula.
- EH 481 (S, Even)** 3 hrs. cr.  
**Environmental Risk Management** (Writing Intensive)  
 The concepts, principles, methods, and techniques useful to the environmental health professional in risk assessment, risk management, and risk communications for the protection of the environment, the public safety, and the public health. A capstone course for the major. Three hours of class per week. Prerequisite: Junior or Senior standing as an EH major.
- EH 498 (Demand)** 1-5 hrs. cr.  
**Special Topics in Environmental Health**  
 Designed to give instruction in some discipline of environment health not covered in other courses. For upper division majors. Prerequisites to be determined by department.
- EH 499 (Demand)** 1-3 hrs. cr.  
**Problems in Environmental Health**  
 Individual work under the supervision of a staff member with the credit and hours to be arranged. Problems may be undertaken in any field of environmental health with adequate preparation and the consent of the supervising instructor, coordinator, department head, and school dean. Prerequisites: Minimum GPA of 3.0 in 20 hours of environmental health and/or biology.

## FOREIGN LANGUAGES & LITERATURES

Webster Hall 352, 417.625.9580

**Faculty** Moorman - Head, Cramer, Chang, Edwards, Hou, Karmanova, Mejia, Mere, Parker, Sartori, Suro, Weber

The foreign language section of the Department of Communication and Foreign Languages offers the Bachelor of Arts degree with majors in French, German, and Spanish. Minors in Chinese, French, German, Japanese, Russian, and Spanish are available. The Department also offers the Bachelor of Science in Education degree in French, German, or Spanish, with the chosen language as a single teaching field or as one of two teaching fields.

For the degrees in French or German, there is a residency requirement of at least one month of study or work in a French- or German-speaking country or participation in a French or German immersion program. For the degrees in Spanish such residency or immersion is strongly advised. Opportunities for such programs exist through University-sponsored programs here and abroad, through the University's membership in the International Student Exchange Program (ISEP) and through internships. The faculty provide close guidance to students in planning such

experiences. Through the Institute of International Studies, students may be eligible for grants and/or scholarships to assist in financing these experiences.

Study abroad programs are open to all students, regardless of major, and are also available in Chinese, Japanese, and Russian.

All language majors and minors require a demonstration of oral and written proficiency through examinations. Guidelines for these examinations are available in the Department of Communication and Foreign Languages.

Students with experience in a foreign language may receive academic credit for such experience through a program of "testing out." For Spanish, a student may test out of the first three (101, 102, 203) courses by making arrangements with the departmental secretary. A student may test out of the first four courses of other languages (101, 102, 203, 204) by making appropriate arrangements with the departmental secretary. The guidelines for testing out of a course require that the student be enrolled in the University at the time of the examination and be working toward a degree at Missouri Southern State University. The student must complete all "testing out" examinations before a grade is issued in a more advanced language course. The student may not have taken an examination over the course within the preceding six months. The examination may not be used to replace a previously earned grade.

Placement in foreign language courses is on the basis of prior experience and training, and students are informed at the time of placement about "testing out" procedures. Students with no prior experience in the chosen language should enroll in a 101 course in that language. Students with only one year of high school foreign language courses should also enroll in a 101 class; however, it is possible that after one or two weeks of classes the student will be asked to move to a higher level class. Students who had two years of a language in high school should enroll in a 102 course of the same language if they received at least a "B" in the high school language. Students who had three or four years of a high school foreign language should enroll in a 203 course, provided their high school grades were a "B" average in that language. Students who may have attained a proficiency greater than that offered in a 203 course will be placed appropriately after assessment is made of their skills in class. Students with five years or more of a language will need to consult with a faculty member in the specific language. In all cases, students must arrange with their instructors to "test out" of lower-numbered courses to receive credit and must do so prior to the date announced by the department.

### **Bachelor of Arts with a Major in French**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>CIS 105 Introduction to Microcomputer Use</b>	<b>3</b>
<b>French Requirements</b>	<b>33</b>
Fren 101, 102, 203, 204**	12
Language courses (300 or above)***	6

Culture courses (300 or above)***	6
Literature courses (300 or above)***	6
Electives (300 or above)***	3
<b>Additional Requirements****</b>	

1. Proficiency examinations
  2. Residency abroad
- (See explanations below)

<b>Electives</b>	<b>40</b>
	<b>124+</b>

\*Three hours of foreign language fulfill Area 5 requirement of the Core Curriculum.

\*\*Fren 101, 102, 203, 204 fulfill the 12-hour foreign language requirement for the B.A. degree.

\*\*\*These courses in French must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*\*Additional requirements for the French major are:

1. Successful completion of tests of oral and written proficiency. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a French-speaking country or in a French immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or another approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

+Must include 40 upper-division hours.

### **Bachelor of Science in Education with a Major in French**

**Grades K-12 Certification**

**Plan A One of Two Teaching Fields**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>45</b>
<b>Computer literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software in the Classroom</b>	<b>3</b>
<b>French Requirements</b>	<b>36</b>
Fren 101, 102, 203, 204	12
Students will select at least 21 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)**	6
Culture courses (300 or above)**	6
Literature courses (300 or above)**	6
Electives (300 or above)**	6

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### Additional Requirements\*\*\*

1. Proficiency examinations
  2. Residency abroad
- (See explanations below)

**Education Certification Requirements (p. 189) . . . 39-42**  
**Second Teaching Field (some fields exceed 30 hrs.) 30**  
**153-156\*\*\*\***

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum. Three hours of foreign language fulfill Area 5 requirement.

\*\*These courses in French must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*Additional requirements for the French major are:

1. Successful completion of tests of oral and written proficiency. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a French-speaking country or in a French immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.
3. Students must complete the course work designated by the Department of Education and must meet current Missouri state certification requirements. New requirements are under consideration and may define certification in terms of specific competencies that the student can demonstrate.

\*\*\*\*A minimum of 124 hours is required for a degree, but the exact number depends on the second field. In this example, the total number of hours is greater than 124.

### Bachelor of Science in Education with a Major in French

#### Grades K-12 Certification

#### Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> . . . . .	<b>45</b>
<b>Computer Literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software</b>	
<b>in the Classroom</b> . . . . .	<b>3</b>
<b>French Requirements</b> . . . . .	<b>36</b>
Fren 101, 102, 203, 204 . . . . .	12
Students will select at least 21 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)** . . . . .	6

Culture courses (300 or above)** . . . . .	6
Literature courses (300 or above)** . . . . .	6
Electives (300 or above)** . . . . .	6

### Additional Requirements\*\*\*

1. Proficiency examinations
  2. Residency abroad
- (See explanations below)

**Education Certification Requirements (p. 189) . . . 39-42**  
**General Electives. . . . . 1**  
**124-127**

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum. Three hours of foreign language fulfill Area 5 requirement.

\*\*These courses in French must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*Additional requirements for the French major are:

1. Successful completion of tests of oral and written proficiency. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a French-speaking country or in a French immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.
3. Students must complete the course work designated by the Department of Education and must meet current Missouri state certification requirements. New requirements are under consideration and may define certification in terms of specific competencies that the student can demonstrate.

### Bachelor of Arts with a Major in German

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> . . . . .	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>CIS 105 Introduction to Microcomputer Use. . . . .</b>	<b>3</b>
<b>German Requirements</b> . . . . .	<b>33</b>
Ger 101, 102, 203, 204** . . . . .	12
Language courses (300 or above)*** . . . . .	6
Culture courses (300 or above)*** . . . . .	6
Literature courses (300 or above)*** . . . . .	6
Electives (300 or above)*** . . . . .	3
<b>Additional Requirements****</b>	
1. Proficiency examinations	
2. Residency abroad	

(See explanations below)

**Electives** ..... 40  
124+

\*Three hours of foreign language fulfill Area 5 requirement of the Core Curriculum.

\*\*Ger 101, 102, 203, 204 fulfill the 12-hour foreign language requirement for the B.A. degree.

\*\*\*These courses in German must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*\*Additional requirements for the German major are:

1. Successful completion of oral and written proficiency tests. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a German-speaking country or in a German immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

+Must include 40 upper-division hours.

## **Bachelor of Science in Education with a Major in German**

**Grades K-12 Certification**

**Plan A One of Two Teaching Fields**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	45
<b>Computer Literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software in the Classroom</b> .....	3
<b>German Requirements</b> .....	33
Ger 101, 102, 203, 204 .....	12
Students will select at least 21 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)** .....	6
Culture courses (300 or above)** .....	6
Literature courses (300 or above)** .....	6
Electives (300 or above)** .....	3
<b>Additional Requirements***</b>	
1. Proficiency examinations	
2. Residency abroad	
(See explanations below)	
<b>Education Certification Requirements (p. 189) ...</b>	39-42
<b>Second Teaching Field (some fields exceed 30 hrs.)</b>	30
	150-153****

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum. Three hours of foreign language fulfill Area 5 requirement.

\*\*These courses in German must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*Additional requirements for the German major are:

1. Successful completion of oral and written proficiency tests. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a German-speaking country or in a German immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.
3. Students must complete the course work designated by the Department of Education and must meet current Missouri state certification requirements. New requirements are under consideration and may define certification in terms of specific competencies that the student can demonstrate.

\*\*\*\*A minimum of 124 hours is required for a degree, but the exact number depends on the second field. In this example, the total number of hours is greater than 124.

## **Bachelor of Science in Education with a Major in German**

**Grades K-12 Certification**

**Plan B Single Teaching Field**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	45
<b>Computer Literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software in the Classroom</b> .....	3
<b>German Requirements</b> .....	33
Ger 101, 102, 203, 204 .....	12
Students will select at least 21 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)** .....	6
Culture courses (300 or above)** .....	6
Literature courses (300 or above)** .....	6
Electives (300 or above)** .....	3
<b>Additional Requirements***</b>	
1. Proficiency examinations	
2. Residency abroad	

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(See explanations below)

<b>Education Certification Requirements (p. 189) . . .</b>	<b>39-42</b>
<b>General Electives . . . . .</b>	<b>4</b>
	<b>124-127</b>

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum. Three hours of foreign language fulfill Area 5 requirement.

\*\*These courses in German must be at the 300-400 level and must be chosen in consultation with the student's adviser.

\*\*\*Additional requirements for the German major are:

1. Successful completion of oral and written proficiency tests. Guidelines are available in the Department of Communication and Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a German-speaking country or in a German immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship, or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.
3. Students must complete the course work designated by the Department of Education and must meet current Missouri state certification requirements. New requirements are under consideration and may define certification in terms of specific competencies that the student can demonstrate.

### Bachelor of Arts with a Major in Spanish

	Semester Hours
<b>Core Requirements (p. 32) 51* . . . . .</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>CIS 105 Introduction to Microcomputer Use . . .</b>	<b>3</b>
<b>Spanish Requirements . . . . .</b>	<b>33</b>
Span 101 Beginning Spanish I . . . . .	3
Span 102 Beginning Spanish II . . . . .	3
Span 203 Intermediate Spanish I . . . . .	3
Span 204 Intermediate Spanish II . . . . .	3
Span 300 Spanish Composition and Syntax . . . . .	3
Span 326 Peninsular Literature from El Cid to the present . . . . .	3
Span 336 Survey of Spanish American Literature . . .	3
Span Electives in Spanish chosen with approval of Spanish adviser above the 204 level** . . .	12
<b>Electives . . . . .</b>	<b>40</b>
	<b>124**</b>

\*Three hours of foreign language fulfill Area 5 requirement of the Core Curriculum.

\*\*Must include at least 40 upper-division hours.

### Bachelor of Science in Education with a Major in Spanish

Grades K-12 Certification

Plan A One of Two Teaching Fields

	Semester Hours
<b>Core Requirements (p. 32) 51* . . . . .</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software in the Classroom . . . . .</b>	<b>3</b>
<b>Spanish Requirements** . . . . .</b>	<b>33</b>
Span 101 Beginning Spanish I . . . . .	3
Span 102 Beginning Spanish II . . . . .	3
Span 203 Intermediate Spanish I . . . . .	3
Span 204 Intermediate Spanish II . . . . .	3
Span 300 Spanish Composition and Syntax . . . . .	3
Span 326 Peninsular Literature from El Cid to the present . . . . .	3
Span 336 Survey of Spanish American Literature . . .	3
Span Electives in Spanish chosen with approval of Spanish adviser above the 204 level** . . .	12
<b>Education Certification Requirements (p. 189) . .</b>	<b>39-42</b>
<b>Second Teaching Field (some fields exceed 30 hrs.)</b>	<b>30</b>
	<b>153-156***</b>

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum.

\*\*A candidate for a degree under Plan A must meet with the Spanish faculty for three orientation sessions at the time of declaring a Spanish education major. These sessions will cover requirements of the program, and a mentor will be assigned the student.

\*\*\*A minimum of 124 hours is required for a degree, but the exact number depends on the second field. In this example, the total number of hours is greater than 124.

### Bachelor of Science in Education with a Major in Spanish

Grades K-12 Certification

Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51* . . . . .</b>	<b>48</b>
<b>Computer Literacy Requirement:</b>	
<b>Educ 301 Use of Computer Software in the Classroom . . . . .</b>	<b>3</b>
<b>Spanish Requirements** . . . . .</b>	<b>36</b>
Span 101 Beginning Spanish I . . . . .	3
Span 102 Beginning Spanish II . . . . .	3
Span 203 Intermediate Spanish I . . . . .	3
Span 204 Intermediate Spanish II . . . . .	3
Span 300 Spanish Composition and Syntax . . . . .	3
Span 326 Peninsular Literature from El Cid to the present . . . . .	3
Span 336 Survey of Spanish American Literature . . .	3
Span Electives in Spanish chosen with approval of Spanish adviser above the 204 level** . . .	15
<b>Education Certification Requirements (p. 189) . . .</b>	<b>39-42</b>
	<b>126-129</b>

\*Required course in psychology satisfies the requirements for three hours of the Core Curriculum.

\*\*A candidate for a degree under Plan B must meet with the Spanish faculty for three orientation sessions at the time of declaring a Spanish education major. These sessions will cover requirements of the program, and a mentor will be assigned the student.

### Minor in Chinese

A minor in Chinese requires 18 hours of courses in Chinese of which six must be upper-division.

### Minor in French

A minor in French requires 18 hours of courses in French of which six must be upper division.

### Minor in German

A minor in German requires 18 hours of courses in German of which six must be upper division.

### Minor in Japanese

A minor in Japanese requires 18 hours of courses in Japanese of which six must be upper division.

### Minor in Russian

A minor in Russian requires 18 hours of courses in Russian of which six must be upper division.

### Minor in Spanish

A minor in Spanish requires the student to complete 9 hours of approved courses at the 300 level or above in consultation with a Spanish adviser. A total of 21 hours is required.

### Sophomore Year

1st Semester		
Fren 203	Intermediate French I	3
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
CORE	[Hist 110 U.S. History]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
		<b>16</b>

### 2nd Semester

Fren 204	Intermediate French II	3
CORE	[Psy 100 or Soc 110]	3
CIS 105	Introduction to Microcomputer Use	3
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ System]	3
		<b>15</b>

### Junior Year

1st Semester		
Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
Electives*		6
		<b>15</b>

### 2nd Semester

Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
	Arrange for oral and written proficiency tests in French.	
	Plan for residency requirement in French language.	
Electives*		6
		<b>15</b>

### Senior Year

1st Semester		
Fren	[General elective 300 or above]	3
Electives*		12
		<b>15</b>

### 2nd Semester

1st Semester		
Fren	[General elective 300 or above]	3
Electives*		12
		<b>15</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

[Department Recommendations]

### For additional information contact:

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### Bachelor of Science in Education

Major Code 0858  
**French Major (Plan A)**  
**Grades K-12 Certification**  
**One of Two Teaching Fields**

### Freshman Year

1st Semester		
Fren 101	Beginning French I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Comm]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1

## Suggested Order of Study

### Bachelor of Arts

Major Code 1102  
**French Major**

### Freshman Year

Course		Hours
Fren 101	Beginning French I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Comm]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Humanities and Fine Arts]	3
Psy 120	College Orientation	1
		<b>18</b>

### 2nd Semester

Fren 102	Beginning French II	3
CORE	[Eng 102 Comp II]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

# 96 / Foreign Languages

Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
		<b>19</b>
2nd Semester		
Fren 102	Beginning French II	3
CORE	[Eng 102 Comp II]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
Elective*	Second Teaching Field	6
		<b>19</b>

## Sophomore Year

### 1st Semester

Pass C-Base test for admission.

Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get a faculty recommendation, write autobiography, and file admission papers for tentative admission.

Fren 203	Intermediate French I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 302	Exceptional Child	2
Elective*	Second Teaching Field	4
		<b>21</b>

### 2nd Semester

Fren 204	Intermediate French II	3
Educ 301	Use/Comp Software in the Classroom	3
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
Psy 305	Child/Adolescent Development	4
Elective*	Second Teaching Field	3
		<b>20</b>

## Junior Year

Pass media competencies.

If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

### 1st Semester

Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
Elective*	Second Teaching Field	3
		<b>20</b>

### 2nd Semester

Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
Arrange for oral and written proficiency tests in French.		
Plan for residency requirement in French language.		
Psy 310	Educational Psychology	3
CORE	[Hist 320 U.S. History]	3
Electives*	Second Teaching Field	6
		<b>21</b>

## Senior Year

Apply for student teaching during the second week of the semester. All course work must be completed except for Professional Semester courses.

### 1st Semester

Fren	[General elective 300 or above]	9
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420** or Psy 412	2-3
Educ 422	Content Area Literacy: Secondary (WI)	2
Electives*	Second Teaching Field	3
		<b>19-20</b>

2nd Semester		
Educ 345	Teaching Foreign Language K-12	2
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 464	Student Teaching	8
		<b>14</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*\*Must be taken prior to the student teaching semester.

[Department Recommendations]

## For additional information contact:

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## Bachelor of Science in Education

Major Code 0858

**French Major (Plan B)**

**Grades K-12 Certification**

**Single Teaching Field**

## Freshman Year

### 1st Semester

Fren 101	Beginning French I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Comm]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
Educ 100	Introduction to Teacher Education I	1
		<b>16</b>

### 2nd Semester

Fren 102	Beginning French II	3
Psy 100	General Psychology	3
CORE	[Eng 102 Comp II]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

## Sophomore Year

### 1st Semester

Pass C-Base test for admission. Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get a faculty recommendation, write autobiography, and file admission papers for tentative admission.

Fren 203	Intermediate French I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 302	Exceptional Child	2
		<b>17</b>

### 2nd Semester

Fren 204	Intermediate French II	3
Educ 301	Use/Comp Software in the Classroom	3
Psy 305	Child/Adolescent Development	4
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
		<b>17</b>

## Junior Year

Pass media competencies. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

### 1st Semester

Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
		<b>17</b>

### 2nd Semester

Fren	[Elective in language 300 or above]	3
Fren	[Elective in culture 300 or above]	3
Fren	[Elective in literature 300 or above]	3
Fren	[Elective 300 or above]	3

Arrange for oral and written proficiency tests in French.  
Plan for residency requirement in French language.

Psy 310	Educational Psychology	3
		<b>15</b>

## Senior Year

Apply for student teaching during the second week of the semester. All course work must be completed except for Professional Semester courses.

### 1st Semester

Fren	[General elective 300 or above]	6
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420** or Psy 412	2-3
Educ 422	Content Area Literacy: Secondary (WI)	2
		<b>16-17</b>

### 2nd Semester

Educ 345	Teaching Foreign Language K-12	2
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 464	Student Teaching	8
		<b>14</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*\*Must be taken prior to the student teaching semester.

[Department Recommendations]

## For additional information contact:

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## Bachelor of Arts

Major Code 1103  
German Major

### Freshman Year

Ger 101	Beginning German I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Humanities and Fine Arts]	3
Psy 120	College Orientation	1
		<b>18</b>

### 2nd Semester

Ger 102	Beginning German II	3
CORE	[Eng 102 Comp II]	3

CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

## Sophomore Year

### 1st Semester

Ger 203	Intermediate German I	3
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
CORE	[Hist 110 U.S. History]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
		<b>16</b>

### 2nd Semester

Ger 204	Intermediate German II	3
CORE	[Psy 100 or Soc 110]	3
CIS 105	Introduction to Microcomputer Use	3
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ System]	3
		<b>15</b>

## Junior Year

### 1st Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3
Electives*		6
		<b>15</b>

### 2nd Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3

Arrange for oral and written proficiency tests in German. Plan for residency requirement in German language.

Electives*		6
		<b>15</b>

## Senior Year

### 1st Semester

Ger	[General elective 300 or above]	3
Electives*		12
		<b>15</b>

### 2nd Semester

Ger	[General elective 300 or above]	3
Electives*		12
		<b>15</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

[Department Recommendations]

## For additional information contact:

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## Bachelor of Science in Education

Major Code 0859

**German Major (Plan A)**  
**Grades K-12 Certification**  
**One of Two Teaching Fields**

### Freshman Year

Ger 101	Beginning German I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3

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CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
		<b>19</b>

### 2nd Semester

Ger 102	Beginning German II	3
CORE	[Eng 102 Comp II]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
Elective*	Second Teaching Field	6
		<b>19</b>

### Sophomore Year

#### 1st Semester

Pass C-Base test for admission. Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get a faculty recommendation, write autobiography, and file admission papers for tentative admission.

Ger 203	Intermediate German I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 302	Exceptional Child	2
Elective*	Second Teaching Field	4
		<b>21</b>

#### 2nd Semester

Ger 204	Intermediate German II	3
Educ 301	Use/Comp Software in the Classroom	3
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
Psy 305	Child/Adolescent Development	4
Elective*	Second Teaching Field	3
		<b>20</b>

### Junior Year

Pass media competencies. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

#### 1st Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3
Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods & Practices	4
Educ 423	Classroom Management	2
Elective*	Second Teaching Field	3
		<b>20</b>

#### 2nd Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3
Psy 310	Educational Psychology	3
Electives*	Second Teaching Field	6
		<b>18</b>

### Senior Year

Apply for student teaching during the second week of the semester. All course work must be completed except for Professional Semester courses.

#### 1st Semester

Ger	[General elective 300 or above]	6
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420** or Psy 412	2-3

Educ 422	Content Area Literacy: Secondary (WI)	2
Electives*	Second Teaching Field	3
		<b>19-20</b>

#### 2nd Semester

Educ 345	Teaching Foreign Language K-12	2
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 464	Student Teaching	8
		<b>14</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*\*Must be taken prior to the student teaching semester.

[Department Recommendations]

### For additional information contact:

Dr. Sabine Cramer  
Office: Webster Hall 363  
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### Bachelor of Science in Education

Major Code 0859

German Major (Plan B)

Grades K-12 Certification

Single Teaching Field

### Freshman Year

#### 1st Semester

Ger 101	Beginning German I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
Educ 100	Introduction to Teacher Education I	1
		<b>16</b>

#### 2nd Semester

Ger 102	Beginning German II	3
Psy 100	General Psychology	3
CORE	[Eng 102 Comp II]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

### Sophomore Year

#### 1st Semester

Pass C-Base test for admission. Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get a faculty recommendation, write autobiography, and file admission papers for tentative admission.

Ger 203	Intermediate German I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 302	Exceptional Child	2
		<b>17</b>

#### 2nd Semester

Ger 204	Intermediate German II	3
Educ 301	Use/Comp Software in the Classroom	3
Psy 305	Child/Adolescent Development	4
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
		<b>17</b>

## Junior Year

Pass media competencies.

If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

### 1st Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3
Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods & Practices	4
Educ 423	Classroom Management	2
		<b>17</b>

### 2nd Semester

Ger	[Elective in language 300 or above]	3
Ger	[Elective in culture 300 or above]	3
Ger	[Elective in literature 300 or above]	3
	Arrange for oral and written proficiency tests in German.	
	Plan for residency requirement in German language.	
Psy 310	Educational Psychology	3
		<b>12</b>

## Senior Year

Apply for student teaching during the second week of the semester. All course work must be completed except for Professional Semester courses.

### 1st Semester

Ger	[General elective 300 or above]	6
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420** or Psy 412	2-3
Educ 422	Content Area Literacy: Secondary (WI)	2
		<b>16-17</b>

### 2nd Semester

Educ 345	Teaching Foreign Language K-12	2
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 464	Student Teaching	8
		<b>14</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*\*Must be taken prior to the student teaching semester.

[Department Recommendations]

### For additional information contact:

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## Bachelor of Arts

Major Code 1105  
Spanish Major

### Freshman Year

Span 101	Beginning Spanish I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Humanities and Fine Arts]	3
Psy 120	College Orientation	1
		<b>18</b>

### 2nd Semester

Span 102	Beginning Spanish II	3
CORE	[Eng 102 Comp II]	3

CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

## Sophomore Year

### 1st Semester

Span 203	Intermediate Spanish I	3
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
CORE	[Hist 110 U.S. History]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
		<b>16</b>

### 2nd Semester

Span 204	Intermediate Spanish II	3
CORE	[Psy 100 or Soc 110]	3
CIS 105	Introduction to Microcomputer Use	3
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
		<b>15</b>

## Junior Year

### 1st Semester

Span 300	Spanish Comp & Syntax	3
Electives*		12
		<b>15</b>

### 2nd Semester

Span 326	Peninsular Literature-El Cid-Present	3
Span	[Spanish elective]	3
Electives*		9
		<b>15</b>

## Senior Year

### 1st Semester

Span 336	Survey of Latin American Literature	3
Span	[Spanish elective]	3
Electives*		9
		<b>15</b>

### 2nd Semester

Span	[Spanish elective]	3
Span	[Spanish elective]	3
Electives*		9
		<b>15</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

[Department Recommendations]

### For additional information contact:

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## Bachelor of Science in Education

Major Code 0847

Spanish Major (Plan A)

Grades K-12 Certification

One of Two Teaching Fields

### Freshman Year

Span 101	Beginning Spanish I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2

# 100 / Foreign Languages

Psy 120	College Orientation	1
Educ 100	Introduction to Teacher Education I	1
Elective*	Second Teaching Field	3
		<b>19</b>

2nd Semester		
Span 102	Beginning Spanish II	3
Psy 100	General Psychology	3
CORE	[Eng 102 Comp II]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
Elective*	Second Teaching Field	6
		<b>22</b>

## Sophomore Year

### 1st Semester

Pass C-Base Test. Apply for admission to teacher education.

Span 203	Intermediate Spanish I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Psy 305	Child/Adolescent Development	4
Elective*	Second Teaching Field	4
		<b>23</b>

### 2nd Semester

Span 204	Intermediate Spanish II	3
Psy 310	Educational Psychology	2
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
Educ 302	The Exceptional Child	2
Elective*	Second Teaching Field	6
		<b>20</b>

## Junior Year

Pass media competencies.

### 1st Semester

Span 300	Spanish Composition & Syntax	3
Span 336	Survey of Latin American Literature	3
Educ 329	Ped Theory, Methods & Practices	4
Educ 321	Microteaching	2
Educ 301	Use/Comp Software in the Classroom	3
Educ 423	Classroom Management	2
Elective*	Second Teaching Field	3
		<b>20</b>

### 2nd Semester

Span 326	Peninsular Literature-El Cid-Present	3
Span	[Spanish elective]	3
Span	[Spanish elective]	3
Span	[Spanish elective]	3
Educ 422	Content Area Literacy: Secondary (WI)	2
Electives*	Second Teaching Field	6
		<b>20</b>

## Senior Year

Apply for student teaching. All course work must be completed except for Professional Semester courses.

### 1st Semester

Span	[Spanish elective]	3
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420** or Psy 412	2-3
Comm 305	Intercultural Communication	3
Electives*	Second Teaching Field	5
		<b>19-20</b>

### 2nd Semester

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 345	Teaching Foreign Language K-12	2

Educ 464	Student Teaching	8
		<b>14</b>

\*Electives should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*\*Must be taken prior to the student teaching semester.

[Department Recommendations]

## For additional information contact:

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## Bachelor of Science in Education

Major Code 0847

**Spanish Major (Plan B)**  
**Grades K-12 Certification**  
**Single Teaching Field**

## Freshman Year

### 1st Semester

Span 101	Beginning Spanish I	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
Educ 100	Introduction to Teacher Education I	1
		<b>16</b>

### 2nd Semester

Span 102	Beginning Spanish II	3
Psy 100	General Psychology	3
CORE	[Eng 102 Comp II]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Humanities and Fine Arts]	3
CORE	[Hist 110 U.S. History]	3
		<b>16</b>

## Sophomore Year

### 1st Semester

Pass C-Base Test. Apply for admission to teacher education.

Span 203	Intermediate Spanish I	3
Educ 200	Introduction to Teacher Education II	1
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Psy 305	Child/Adolescent Development	4
		<b>19</b>

### 2nd Semester

Span 204	Intermediate Spanish II	3
Psy 310	Educational Psychology	2
CORE	[Humanities and Fine Arts]	3
CORE	[Bio 101 General Biology]	4
Educ 302	The Exceptional Child	2
Elective		3
		<b>17</b>

## Junior Year

Pass media competencies.

### 1st Semester

Span 300	Spanish Composition & Syntax	3
Span 336	Survey of Latin American Literature	3
Educ 329	Ped Theory, Methods & Practices	4
Educ 321	Microteaching	2
Educ 301	Use/Comp Software in the Classroom	3
Educ 423	Classroom Management	2
		<b>17</b>

2nd Semester		
Span 326	Peninsular Literature-El Cid-Present	3
Span	[Spanish elective]	3
Span	[Spanish elective]	3
Span	[Spanish elective]	3
Educ 422	Content Area Literacy: Secondary (WI)	2
		14

#### Senior Year

*Apply for student teaching. All course work must be completed except for Professional Semester courses.*

1st Semester		
Span	[Spanish elective]	3
CORE	[Hist 320 U.S. History]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 412	or Educ 420* or Psy 412	2-3
		14-15

2nd Semester		
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issue in Education	2
Educ 345	Teaching Foreign Language K-12	2
Educ 464	Student Teaching	8
		14

All courses should be chosen in consultation with the student's major adviser and with the advice of a faculty member in a minor field of study, if one is chosen.

\*Must be taken prior to the student teaching semester.

[Department Recommendations]

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## Course Descriptions

### Arabic (Ara)

Ara 101 (Demand)	3 hrs. cr.
<b>Beginning Arabic I</b>	
Fundamental elements of modern standard Arabic. Basic sentence patterns and grammar.	
Ara 102 (Demand)	3 hrs. cr.
<b>Beginning Arabic II</b>	
A continuation of 101. Further introduction to the basic skills of listening to and speaking the Arabic language. Prerequisite: Ara 101.	
Ara 203 (Demand)	3 hrs. cr.
<b>Intermediate Arabic I</b>	
Systematic development of communicative skills in Arabic. Development of vocabulary. Drill in aural/oral skills. Prerequisite: Ara 102.	
Ara 204 (Demand)	3 hrs. cr.
<b>Intermediate Arabic II</b>	
Continuation of 203. Further systematic development of communicative skills in Arabic. Development of vocabulary. Drill in aural/oral skills. Prerequisite: Arabic 203.	

Ara 298 (Demand)	1-8 hrs. cr.
<b>Topics in Arabic</b>	
Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.	

Ara 498 (Demand)	1-8 hrs. cr.
<b>Advanced Topics in Arabic</b>	
For upper-division students. Topics to be announced each time the course is offered.	

Ara 499 (Demand)	1-3 hrs. cr.
<b>Independent Study</b>	
Individually directed study in Arabic. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head, and dean in advance of enrollment.	

### Chinese (Chi)

Chi 100 (Demand)	1 hr. cr.
<b>Introductory Chinese</b>	
Introductory course which will acquaint students with Chinese customs, culture, social behaviors, pinyin (Chinese Phonetic Alphabet), and Romanization. The course which will be primarily taught in English will mainly focus on spoken Chinese and written symbol basics such as radicals. No grammar or structural patterns will be explicitly taught in this course. Prerequisite: none.	
Chi 101 (F)	3 hrs. cr.
<b>Beginning Chinese I (Mandarin)</b>	
Pronunciation, grammar, elementary conversation, development of basic communicative skills.	
Chi 102 (S)	3 hrs. cr.
<b>Beginning Chinese II (Mandarin)</b>	
A continuation of 101. Pronunciation, grammar, elementary conversation. Prerequisite: Chi 101.	
Chi 203 (F)	3 hrs. cr.
<b>Intermediate Chinese I (Mandarin)</b>	
Systematic development of communicative skills in Chinese. Development of vocabulary. Drill in aural/oral skills. Prerequisite: Chi 102.	
Chi 204 (S)	3 hrs. cr.
<b>Intermediate Chinese II (Mandarin)</b>	
A continuation of Chinese 203. Further systematic development of communicative skills in Chinese. Development of vocabulary. Drill in aural/oral skills. Prerequisite: Chi 203.	
Chi 298 (Demand)	1-8 hrs. cr.
<b>Topics in Chinese</b>	
Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.	
Chi 305 (Demand)	3 hrs. cr.
<b>Readings &amp; Conversation I</b>	
Continued development of language skills in the target language via readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: Chi 204 or equivalent level of proficiency.	
Chi 306 (Demand)	3 hrs. cr.
<b>Readings &amp; Conversation II</b>	
Continuation of Chinese 305. Continued development of the four basic language skills in the target language via readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: Chi 305 or equivalent level of proficiency.	
Chi 498 (Demand)	1-8 hrs. cr.
<b>Advanced Topics in Chinese</b>	
For upper-division students. Topics to be announced each time the course is offered.	

Chi 499 (Demand) 1-3 hrs. cr.  
**Independent Study**  
 Individually directed study in Chinese. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head, and dean in advance of enrollment.

## French (Fren)

Fren 100 (Demand) 1 hr. cr.  
**French for Travel**  
 Introductory course that will familiarize students with the basic elements of spoken French, French customs, culture and social behaviors. No grammar or structural patterns will be taught explicitly in this course. Prerequisite: none. Does not fulfill any foreign language requirements.

Fren 101 (F) 3 hrs. cr.  
**Beginning French I**  
 The first semester of French language instruction developing proficiency in listening, speaking, reading, and writing, and providing an introduction to the study of French-speaking cultures.

Fren 102 (S) 3 hrs. cr.  
**Beginning French II**  
 The second semester of French language instruction developing proficiency in listening, speaking, reading, and writing, and providing an introduction to the study of French-speaking cultures. Prerequisite: Fren 101 or equivalent level of proficiency.

Fren 203 (F) 3 hrs. cr.  
**Intermediate French I**  
 The third semester of French language instruction developing proficiency in listening, speaking, reading, and writing, and providing an introduction to the study of French-speaking cultures. Prerequisite: Fren 102 or equivalent level of proficiency.

Fren 204 (S) 3 hrs. cr.  
**Intermediate French II**  
 The fourth semester of French language instruction developing proficiency in listening, speaking, reading, and writing, and providing an introduction to the study of French-speaking cultures. Prerequisite: Fren 203 or equivalent level of proficiency.

Fren 250 6 hrs. cr.  
**French Conversation and Grammar**  
 Intensive practice of basic French vocabulary and structures is combined with visits to sites of cultural or historical interest in the Orleans area. Students will have daily classes in grammar and conversation, supplemented by language lab practice and workshop of their choice. Prerequisite: Fren 102 or the equivalent and a placement test.

Fren 298 (Demand) 1-8 hrs. cr.  
**Topics in French**  
 Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

Fren 301 (Demand) 3 hrs. cr.  
**Readings & Conversation**  
 Continued development of the four basic language skills in the target language through readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 302 (Demand) 3 hrs. cr.  
**Contemporary French Culture and Civilization**  
 Continued development of language skills (listening, speaking, reading, and writing). Contemporary France, the daily life of its people, the social and economic institutions which impact them, and the arts and media will be the focus for reading and discussion. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 303 (Demand) 3 hrs. cr.  
**French Composition** *(Writing Intensive)*  
 Practice in writing French accompanied by a study of grammar and syntax. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 304 (Demand) 3 hrs. cr.  
**Introduction to French Literature** *(Writing Intensive)*  
 This course is an introduction to basic concepts and terminology of literary criticism through several different critical approaches to the literary text. Reading and discussion of selected poems, plays, and fiction representing various literary periods. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 305 (Demand) 3 hrs. cr.  
**Contemporary Francophone Cultures**  
 Analysis of contemporary life in selected French-speaking regions: Québec, Sénégal, and Guadeloupe and Martinique. Students will continue to develop their French language skills. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 306 (Demand) 3 hrs. cr.  
**French Culture and Civilization**  
 The course will continue the development of the four basic language skills (listening, speaking, reading, and writing). The thematic focus of the class will be the historical, political, social, and cultural development of France from its origins to the 20th century. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 322 (Demand) 3 hrs. cr.  
**Twentieth-Century French Literature**  
 Reading and discussion of twentieth-century literature from France and the Francophone world. Prerequisite: Fren 301 or equivalent level of proficiency.

Fren 324 (Demand) 3 hrs. cr.  
**French Theater Studies**  
 Reading and discussion of French plays from different historical and literary periods; practical experience in the classroom reader's theater. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 325 (Demand) 3 hrs. cr.  
**French Cinema**  
 A survey of the most important aspects of cinematography and cinematographic production in France. Covers major figures in the field of film and an introduction to the major movements. Taught in French with readings both in French and English. Prerequisite: Fren 204 or the equivalent level of proficiency.

Fren 326 (Demand) 3 hrs. cr.  
**French and the Media**  
 This course will explore the French media (particularly print journalism, television, radio, and the Internet); emphasis is placed on cultural similarities and differences between French and American media and on developing language proficiency related to the media. Prerequisite: Fren 204 or equivalent level of proficiency.

Fren 345 (Demand) 1-8 hrs. cr.  
**Internship in French**  
 Off-campus work experience in areas related to professional goals of students. For advanced students in French. Application must be made during the first half of one semester for the following semester and must be approved prior to enrolling. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisite: A minimum of 18 hours in French with a minimum 3.0 GPA; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

Fren 350 (Demand) 6 hrs. cr.  
**Language and Civilization**  
 Intensive development of all language skills (listening, speaking, reading, and writing) is combined with visits to sites of cultural or his-

torical interest in Orléans and the surrounding château region. Cultural and literary topics are introduced. Weekend excursions. Prerequisite: Fren 203 or equivalent level of proficiency. A placement test required.

**Fren 400 (Demand) 3 hrs. cr.**  
**French for Business**

An introduction to French business terminology, concepts, situations, and procedures. Oral and written activities will continue to develop French language skills within a commercial context. Prerequisite: Fren 301 or equivalent level of proficiency.

**Fren 401 (Demand) 3 hrs. cr.**  
**French Literature to 1700**

An introduction to French literature from the Medieval Period through the seventeenth century, with emphasis on the development of forms and genres. Prerequisite: Fren 204 or equivalent level of proficiency.

**Fren 403 (Demand) 3 hrs. cr.**  
**Nineteenth-Century French Literature**

Reading and discussion of selected works of some of the major poets, novelists, and playwrights of nineteenth-century France; the interrelatedness of history, literature, and the fine arts: emphasis on Romanticism, Realism, and Symbolism. Prerequisite: Fren 204 or equivalent level of proficiency.

**Fren 404 (Demand) 3 hrs. cr.**  
**French Women Writers**

The course will focus on the reading and discussion of works by selected French and francophone women authors from the twelfth through the twentieth centuries. Prerequisite: Fren 204 or equivalent level of proficiency.

**Fren 405 (Demand) 3 hrs. cr.**  
**Francophone Literature**

An introduction to twentieth-century Francophone literature of Africa, Québec, and the Antilles. Continued practice in developing the language skills (listening, speaking, reading, and writing). Prerequisite: Fren 204 or the equivalent level of proficiency.

**Fren 498 (Demand) 1-8 hrs. cr.**  
**Advanced Topics in French**

Advanced topics not normally included in regular offerings. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

**Fren 499 (Demand) 1-3 hrs. cr.**  
**Independent Study**

Individually directed study in French. Prerequisite: Permission of instructor. The proposed study must be approved by instructor, adviser, department head, and dean in advance of enrollment.

## **German (Ger)**

**Ger 101 (F) 3 hrs. cr.**  
**Beginning German I**

An introduction to the basic skills of understanding, speaking, reading and writing in German and to the study of the German speaking cultures.

**Ger 102 (S) 3 hrs. cr.**  
**Beginning German II**

A continuation of Ger 101. Emphasis on the skills of understanding, speaking, and writing in German and on the study of the German speaking cultures. Prerequisite: Ger 101 or the equivalent level of proficiency.

**Ger 203 (F) 3 hrs. cr.**  
**Intermediate German I**

A continuation of Ger 102. Emphasis on the basic skills of understanding, speaking, reading, and writing in German and on the study of the German speaking cultures at the intermediate level. Prerequisite: Ger 102 or the equivalent level of proficiency.

**Ger 204 (S) 3 hrs. cr.**

**Intermediate German II**

A continuation of Ger 203. Emphasis on the basic skills of understanding, speaking, reading, and writing in German and on the study of the German speaking cultures, continuing at the intermediate level. Prerequisite: Ger 203 or the equivalent level of proficiency.

**Ger 298 (Demand) 1-8 hrs. cr.**

**Topics in German**

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

**Ger 301 (F) 3 hrs. cr.**  
**Readings & Conversation**

Continued development of the four basic language skills in the target language through readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: Ger 204 or the equivalent level of proficiency.

**Ger 302 (Demand) 3 hrs. cr.**

**Readings in Literature and Culture**

Continued development of the four basic language skills in the target language through readings and conversation in culture and literature. The study of more complex patterns in communicative skills is emphasized. Prerequisite: Ger 204 or the equivalent level of proficiency.

**Ger 305 (Demand) 3 hrs. cr.**

**Business German**

Gain solid knowledge of basic business German vocabulary including topics such as: finances, European Union, traffic and transportation, business correspondence, job application, tourism, consumer (taxes), social structure, industry and work environment, trade, and environmental issues. Samples of International Business German conclude the course. Prerequisite: German 204 or equivalent level of proficiency.

**Ger 306 (Demand) 3 hrs. cr.**

**German History and Civilization**

Student will continue the development of the four basic language skills (listening, speaking, reading, and writing). The thematic focus of this class will be the historical, political, social, and cultural development of Germany (and in part also Austria) from its origins to the 20th century. The class will be taught exclusively in the target language. Prerequisite: Ger 204 or equivalent level of proficiency.

**Ger 325 (Demand) 3 hrs. cr.**

**German Cinema**

Survey of the most important aspects of German cinema, from the Weimar period to our day. Covers the major figures, schools, and movements of German film. Taught in German with readings in both German and English. Prerequisite: Ger 204 or the equivalent level of proficiency.

**Ger 345 (Demand) 1-8 hrs. cr.**

**Internship in German**

Off-campus work experience in areas related to professional goals of students. For advanced students in German. Students must make application for the program during the first half of one semester for the following semester and must be approved prior to enrolling. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisites: A minimum of 18 hours in German with a minimum 3.0 GPA.; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

**Ger 350 (Demand) 3 hrs. cr.**

**German Culture and Civilization**

Immersion in German culture and contemporary civilization on location in Ansbach, Germany. Study of history, architecture, literature, music, and daily life in a German city. Prerequisite: German 102 or equivalent level of proficiency.

# 104 / Foreign Languages

Ger 401 (Demand) <b>German Music, Literature, and Art</b> Literature, music and art mirror historical development, social restructuring, political presence, and allow a glimpse into German culture. The course focuses on the interrelationship among the arts from the end of the 19th century to the 1930s. Prerequisite: Ger 204 or equivalent level of proficiency.	3 hrs. cr.	Jpn 203 (F) <b>Intermediate Japanese I</b> Grammar review and continued aural/oral practice. Prerequisite: Jpn 102.	3 hrs. cr.
Ger 415 (Demand) <b>German Literature to 1500</b> As an introduction to early German literature of the eras of pre-Christian Germanic literature, the first Germanic bible translations, and Old High Germanic literature German epic literature from the Middle High German period, as well as courtly poetry, are included in this course with an emphasis on the change of literary forms in light of societal restructuring. Prerequisite: Ger 204 or equivalent level of proficiency.	3 hrs. cr.	Jpn 204 (S) <b>Intermediate Japanese II</b> Continuation of Japanese 203 with additional grammar review and continued aural/oral practice. Prerequisite: Jpn 203.	3 hrs. cr.
Ger 416 (Demand) <b>German Literature 1500 - 1800</b> The three centuries comprehend German literature from the German Renaissance to the Sturm und Drang period, including Reformation, Barock and Enlightenment. Prerequisite: Ger 204 or equivalent level of proficiency.	3 hrs. cr.	Jpn 298 (Demand) <b>Topics in Japanese</b> Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.	1-8 hrs. cr.
Ger 417 (Demand) <b>German Literature: 19th Century</b> The Weimarer Klassik with Goethe and Schiller, German Early Romanticism, the Biedermeier period, Realism and Naturalism form the basis for the topics of this course. Prerequisite: Ger 204 or equivalent level of proficiency; approval by instructor.	3 hrs. cr.	Jpn 305 (Demand) <b>Advanced Japanese I</b> First half of an advanced course on spoken and written Japanese. This third-year course will continue to focus on the spoken language, but increased attention will be given to reading in the native script and to writing. Students who enroll in the course must be able to read and write in hiragana and katakana and should be familiar with the basic kanji introduced in Japanese 100 and 200 level. Prerequisite: Jpn 204 or placement test.	3 hrs. cr.
Ger 418 (Demand) <b>German Literature: 20th Century</b> Early 20th Century literature, marked by the influence of Friedrich Nietzsche and Sigmund Freud, embraces interdisciplinarity, especially in the era before World War II, Expressionism. Post World War II literature constitutes the second half of the semester. Prerequisites: Ger 204 or equivalent level of proficiency; approval by instructor.	3 hrs. cr.	Jpn 306 (Demand) <b>Advanced Japanese II</b> Conclusion of an advanced course on spoken and written Japanese. This third-year course will continue to focus on the spoken language, but increased attention will be given to reading in the native script and to writing. Students who enroll in the course must be able to read and write in hiragana and katakana and should be familiar with the basic kanji introduced in Japanese 100 and 200 level. Prerequisite: Jpn 305 or placement test.	3 hrs. cr.
Ger 498 (Demand) <b>Advanced Topics in German</b> Advanced topics not normally included in regular offerings. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.	1-8 hrs. cr.	Jpn 498 (Demand) <b>Advanced Topics in Japanese</b> For upper-division students. Topics to be announced each time the course is offered.	1-8 hrs. cr.
Ger 499 (Demand) <b>Independent Study</b> Individually directed study in German. Prerequisite: Permission of instructor. The proposed study must be approved by instructor, adviser, department head, and dean in advance of enrollment.	1-3 hrs. cr.	Jpn 499 (Demand) <b>Independent Study</b> Individually directed study in Japanese. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head, and dean in advance of enrollment.	1-3 hrs. cr.
<b>Japanese (Jpn)</b>		<b>Russian (Rus)</b>	
Jpn 100 (Demand) <b>Introductory Japanese</b> Introductory course which will acquaint students with Japanese alphabet, customs, culture, and social behaviors. Focus on spoken Japanese and Japanese written alphabet. No grammar or structural patterns will be explicitly taught in this course. Prerequisite: none.	1 hr. cr.	Rus 101 (F, S) <b>Beginning Russian I</b> Emphasis on developing proficiency in listening, speaking, reading, and writing the Russian language.	3 hrs. cr.
Jpn 101 (F) <b>Beginning Japanese I</b> Pronunciation, conversation, and grammar. Aural/oral drill.	3 hrs. cr.	Rus 102 (F, S) <b>Beginning Russian II</b> A continuation of Rus 101. Further development of proficiency in listening to, speaking, reading, and writing the Russian language. Prerequisite: Rus 101 or equivalent level of proficiency.	3 hrs. cr.
Jpn 102 (S) <b>Beginning Japanese II</b> Continuation of Japanese 101. Additional work in pronunciation, conversation, and grammar. Aural/oral drill. Prerequisite: Jpn 101.	3 hrs. cr.	Rus 103 (Demand) <b>Accelerated Russian for Business</b> An intensive overview of Russian language for beginners, developing working proficiency in listening, speaking, reading, and writing in the area of business.	6 hrs. cr.
		Rus 203 (F, S) <b>Intermediate Russian I</b> Systematic development of proficiency in Russian. Prerequisite: Rus 102 or equivalent level of proficiency.	3 hrs. cr.

Rus 204 (F, S) 3 hrs. cr.  
**Intermediate Russian II**  
 A continuation of Rus 203. Further systematic development of proficiency in Russian. Prerequisite: Rus 203 or equivalent level of proficiency.

Rus 298 (Demand) 1-8 hrs. cr.  
**Topics in Russian**  
 Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

Rus 305 (Demand) 3 hrs. cr.  
**Conversation and Composition**  
 Another step in developing a more comprehensive proficiency in Russian with a particular emphasis on speaking and writing. The course demands from the student an active use of new and already acquired vocabulary and grammar structures, as well as of syntactical features of oral and written expression. Prerequisite: Rus 204 or equivalent level of proficiency.

Rus 306 (Demand) 3 hrs. cr.  
**Russian Culture and Civilization**  
 Introduction to the Russian cultural history and contemporary life. Analysis and discussions focus on major historical, political, social, and cultural events and the way they shaped Russian civilization. Russian cultural perspectives are analyzed as they are expressed in a variety of cultural products and practices. The course is taught in English. There are no prerequisites. Course may be offered with a study abroad option.

Rus 325 (Demand) 3 hrs. cr.  
**Film in Soviet and Russian History**  
 A survey of the most important aspects of cinematography and cinematographic production in the Soviet Union and Russia. Covers major figures in the field of film as well as an introduction to the major filmic schools and movements. Taught in Russian with readings in both Russian and English. Prerequisite: Rus 204.

Rus 330 (Demand) 3 hrs. cr.  
**Russian Short Story**  
 A survey of the major Russian short stories of the 19th and 20th centuries. Classes will involve discussion of the main figures of Russian literature. The course is to be taught entirely in Russian. Prerequisite: Rus 204.

Rus 498 (Demand) 1-8 hrs. cr.  
**Advanced Topics in Russian**  
 For upper-division students. Topics to be announced each time the course is offered.

Rus 499 (Demand) 1-3 hrs. cr.  
**Independent Study**  
 Individually directed study in Russian. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head, and dean in advance of enrollment.

## **Spanish (Span)**

Span 101 (F, S) 3 hrs. cr.  
**Beginning Spanish I**  
 The first semester of Spanish language instruction, developing proficiency in listening, speaking, reading, and writing.

Span 102 (F, S) 3 hrs. cr.  
**Beginning Spanish II**  
 The second semester of Spanish language instruction developing proficiency in listening, speaking, reading, and writing. Prerequisite: Span 101 or equivalent level of proficiency.

Span 203 (F, S) 3 hrs. cr.  
**Intermediate Spanish I**  
 The third semester of Spanish language instruction developing proficiency in listening, speaking, reading, and writing. Prerequisite: Span 102 or equivalent level of proficiency.

Span 204 (F, S) 3 hrs. cr.  
**Intermediate Spanish II**  
 The fourth semester of Spanish language instruction developing proficiency in listening, speaking, reading, and writing. Prerequisite: Span 203 or equivalent level of proficiency.

Span 298 (Demand) 1-8 hrs. cr.  
**Topics in Spanish**  
 Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

Span 300 (F, S) 3 hrs. cr.  
**Spanish Composition and Syntax** (Writing Intensive)  
 Initial oral and written composition with emphasis on grammar; verbal aspect, modals, and tense contrasts through significant practice and sentence drills. Prerequisite: Span 204 or equivalent level of proficiency.

Span 306 (F) 3 hrs. cr.  
**Introduction to Spanish Civilization** (Writing Intensive)  
 Continued development of the four basic language skills through reading and conversation in Spanish culture. The study of more complex patterns in communicative skills is emphasized. Taught in Spanish. Co-requisite: Span 204 or equivalent level of proficiency.

Span 307 (S) 3 hrs. cr.  
**Introduction to Latin American Civilization**  
 Continued development of the four basic language skills in the language through reading and conversation in Latin American Culture. The study of more complex patterns in communicative skills is emphasized. Taught in Spanish. Corequisite: Span 204 or equivalent level of proficiency.

Span 308 (Demand) 3 hrs. cr.  
**Latin American Civilization: Mexico**  
 An overview of the history of Latin American civilization using Mexico as the main frame of references and the major case for study. Prerequisite: Span 204 or equivalent level of proficiency.

Span 310 (F) 3 hrs. cr.  
**Conversation I**  
 Emphasis on the basic survival skills of understanding, speaking, and reading in Spanish, and on the study of the Spanish speaking cultures. Prerequisites: Span 204 or equivalent level of proficiency.

Span 326 (S) 3 hrs. cr.  
**Peninsular Literature from El Cid to the present**  
 Spain's literary history and important representative works and writings from El Cid to the present. Taught in Spanish. Corequisite: Span 300 or equivalent level of proficiency.

Span 335 (Demand) 3 hrs. cr.  
**Mexican Literature** (Writing Intensive)  
 Major figures and movements in the history of Mexican literature with an emphasis on the 20th century. Taught in Spanish as a seminar. Weekly lectures will alternate with discussion of the readings on a one-to-one basis. Prerequisite: Span 204 or equivalent level of proficiency.

Span 336 (F) 3 hrs. cr.  
**Survey of Spanish American Literature**  
 Survey of Spanish American literature from its beginnings to the present. Taught in Spanish. Co requisite: Span 300 or equivalent level of proficiency.

Span 340 (Demand) 3 hrs. cr.  
**Latin American Cinema**  
 A survey of the most important aspects of cinematography and cinematographic production in Latin America. Covers major figures in the field of film as well as an introduction to the major filmic schools and movements. Special emphasis will be placed on the cultural context that made the reception and production of the motion pictures a significant event. The course is to be taught entirely in Spanish with readings in both Spanish and English. Prerequisite: Span 204 or equivalent level of proficiency.

Span 343 (Demand)

3 hrs. cr.

**Hispanic Children's Literature**

Children's literature in Spanish from the Hispanic world in all genres. Weekly lectures on the readings will focus on cultural idiomatic recognition as well as cultural behavioral conditions under which the texts were created. Taught in Spanish. Prerequisite: Span 204 or equivalent level of proficiency.

Span 345 (Demand)

1-8 hrs. cr.

**Internship in Spanish**

Off-campus work experience in areas related to professional goals of students. For advanced students in Spanish. Students must be approved for the program prior to enrolling. Application must be made during the first half of one semester for the following semester. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisites: A minimum of 18 hours in Spanish with a minimum 3.0 GPA; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

Span 350 (Demand)

3 hrs. cr.

**Latin American Contemporary Issues:  
The Others' Perspective**

Current Latin American issues studied with the goal of developing consciousness about the last 30 years of Latin American reality from the perspective of the people. Taught in Spanish with some materials in English. Uses written articles, the Internet and World Wide Web, the Latin American press, and movies. Corequisite: Span 300 or equivalent level of proficiency.

Span 400 (Demand)

3 hrs. cr.

**Hispanic Drama**

Select works from Spain and Spanish America's most prominent playwrights. Readings and lectures with discussion on the socio-economic, political, and cultural implications of different plays. Taught in Spanish. Corequisite: Span 300 or equivalent level of proficiency.

Span 410 (S)

3 hrs. cr.

**Conversation II**

Spanish language and culture in the framework of the students' potential areas of contact: personal, travel, and occupational. Conversation is the major course component. Prerequisite: Corequisite: Span 300 or equivalent level of proficiency.

Span 420 (S)

3 hrs. cr.

**Advanced Spanish Composition***(Writing Intensive)*

Advanced study of the three major components of Spanish grammar, with emphasis on: verbal moods, lexical items, the effects of stress, idiomatic usage, orthography, the principles of translation and composition. Prerequisite: Span 300 or equivalent level of proficiency.

Span 498 (Demand)

1-8 hrs. cr.

**Advanced Topics in Spanish**

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: As stated in the syllabus for the specific offering.

Span 499 (F, S)

1-3 hrs. cr.

**Independent Study**

Individually directed study in selected areas for advanced majors in Spanish. Prerequisite: Must have completed 90 hrs. with a cumulative GPA of 3.0 and must have 15 hrs. in Spanish. The proposed study must be approved by instructor, adviser, department head, and school dean prior to enrollment.

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## **Other Languages (OL)**

OL 298 (Demand)

1-8 hrs. cr.

**Topics in Foreign Languages**

Languages not currently a part of the curriculum may be offered on appropriate demand, subject to the availability of faculty. For each offering, a course in a specific target language will be structured with the objective of developing the speaking, understanding, reading, and writing skills of the student in the target language. Each offering will have a syllabus stating specific requirements of the course as well as prerequisites.

OL 498 (Demand)

1-8 hrs. cr.

**Advanced Topics in Foreign Languages**

Advanced studies in foreign languages and literatures not currently part of the curriculum may be offered on appropriate demand, subject to the availability of faculty. For each offering, a course in a specific language will be structured with the objective of developing further the speaking, understanding, reading, and writing skills of the student in the target language, as well as developing a further awareness of the literature of the specific language. Each offering will have a syllabus stipulating specific requirements of the course as well as prerequisites.

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## **Translating (Tran)**

Tran 300 (Demand)

3 hrs. cr.

**Introduction to Professional Translating**

An introduction to the general principles, procedures, theories, and tools of translating. Students will translate a wide variety of short texts into English. Some basic principles of linguistics will be covered. The language combinations possible will be determined by the availability of faculty at the time of preregistration for the course. Prerequisites: Excellent English language skills and completion of at least one foreign language course at the 300 level or the equivalent.

**Faculty** Miller - Head, Fahrer

Geography is concerned with the spatial dimension of human experience, namely, space and place. As an integrative discipline, it brings together the physical and human dimensions of the world in the study of people, places, and environments. The subject matter of geography is the Earth's surface and the processes that shape it, the relationships between people and environments, and the connections between people and places.

The minor in Geography emphasizes topical and regional studies, complementing programs of study for students majoring in International Studies and History, among other fields of study. Though a major is not offered, sufficient hours are available to meet social studies teacher certification standards, as well as to provide a solid basis for graduate studies in geography. The Geography minor consists of 21 semester hours, as outlined below.

The Geography Club is open to all students who are interested in geography. It provides an informal setting for students to explore geographical ideas – and to do geography – through field trips and sponsored activities.

**Minor in Geography - 21 hours**

**Semester Hours**

**Required Core (12 hours) :**

Geog 101 Intro to Geography .....	3
Geog 211 Regions and Nations .....	3
Geol 201 Physical Geography* .....	3
Geog 310 Human and Cultural Geography .....	3

**12**

**Choose 6 hours from topical geography:**

Geog 311 Political Geography .....	3
Geog 322 Economic Geography .....	3
Geog 352 Introduction to GIS & Remote Sensing ..	3
Geog 457 Urban Geography .....	3
Geog 498 Seminar in Geography (human/cultural) ..	3

**Choose 3 hours from advanced regional geography:**

Geog 369 Geography of the Middle East & North Africa .....	3
Geog 382 Geography of Europe .....	3
Geog 412 Geography of Latin America .....	3
Geog 422 Geography of the United States & Canada	3
Geog 498 Seminar in Geography (advanced regional geography) .....	3

**6**

**3**

**21**

\*For course description, see under Geology.

Geog 322 (S, Odd) 3 hrs. cr.

**Economic Geography**

World commodities and geographic factors which affect their production and make them significant to the world economy.

Geog 352 (Demand) 3 hrs. cr.

**Introduction to GIS and Remote Sensing**

An introduction to the basic concepts of map reading, Geographic Information System (GIS), and Remote Sensing (RS) as tools for spatial analyses and resource management.

Geog 369 (F) 3 hrs. cr.

**Geography of the Middle East and North Africa**

Analysis of the physical, cultural, economic, and political geography of the Middle East and North Africa (MENA), with emphasis on understanding its people and places, recognizing the roots of conflict in the region, and developing an awareness of the importance of this region.

Geog 382 (S, Even) 3 hrs. cr.

**Geography of Europe**

This course examines the diverse geographies of Europe, combining systematic and regional approaches in the analysis of its environments, people, and places.

Geog 412 (Demand) 3 hrs. cr.

**Geography of Latin America**

Cultural and physical regions and natural resources of South America, Central America, and the Caribbean Islands. Special emphasis on current problems and relations with the United States.

Geog 422 (S, Odd) 3 hrs. cr.

**Geography of the United States and Canada**

Geographic analysis of the United States and Canada with emphasis on regional variations of social, economic, and physical phenomena.

Geog 457 (S, Even) 3 hrs. cr.

**Urban Geography**

Analysis of the characteristic pattern of urban space, spatial organization of urban settlement, and urban societies.

Geog 498 (Demand) 3 hrs. cr.

**Advanced Topics in Geography**

Study and analysis of selected topics in advanced regional geography.

Geog 499 (Demand) 1-2-3 hrs. cr.

**Independent Study**

For students who wish to do an in-depth study of some specialized topic or who wish to pursue a topic not considered in the departments course offerings. The individualized project will be directed by an instructor/adviser from the geography faculty in consultation with the student.

## Course Descriptions

Geog 101 (S, Odd) 3 hrs. cr.

**Introduction to Geography**

An introduction to geography, with the goal of increasing geographic literacy and recognizing the importance of geography in every day life. This course introduces students to the discipline, its basic principles, and major concepts, tools, techniques, and methodological approaches. It traces the development of modern geography and surveys its physical and human sub-disciplines.

Geog 211 (F, S) 3 hrs. cr.

**Regions and Nations**

Survey of the peoples of the earth and how their activities are influenced by climate, topography, and natural resources.

Geog 298 (Demand) 3 hrs. cr.

**Topics in Geography**

Special geography topics of current interest. Subjects and instructors are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

Geog 310 (F) 3 hrs. cr.

**Human and Cultural Geography**

Study of the outcome of interaction between humankind and environment as expressed in the spatial organization of human activities, culture, and settlement patterns.

Geog 311 (S, Odd) 3 hrs. cr.

**Political Geography**

Geographic factors which have influenced international relations and the policies of states as political units. Emphasis on geopolitics, religion, racial and ethnic groupings, and other factors which may contribute to unity or disunity.

## GEOLOGY

Reynolds Hall 210, 417.625.9376

**Faculty** Sloan - Head, Knapp

Geology, the study of the processes shaping planet earth, is of interest to civil engineers, environmental scientists, geographers, and biologists. Professionals find their background in geology useful for graduate studies, land-use planning, assessment of natural environmental hazards, resource development, and waste disposal.

Geophysics studies the underlying forces responsible for geologic processes and develops the technology for probing the

subsurface and interior of the earth. Professional geophysicists work to understand the nature of volcanic eruptions, the behavior and potential prediction of earthquakes, the mechanisms behind continental drift, how to better predict the behavior of the atmosphere, and to develop technologies to search for new mineral and energy resources.

The Physical Science Department participates in a cooperative transfer program with the University of Missouri-Rolla which allows students to complete their first two years of study toward a Bachelor of Science degree in either geology or geophysics at Missouri Southern and then transfer to UMR for the completion of the last two years of the degree. Interested students should pick up a transfer booklet from the Physical Science Department that lists the entire course sequence at MSSU and UMR. The program is adaptable so that students may also complete the degree at the University of Missouri at Columbia or Southwest Missouri State University in Springfield.

The geology courses at Southern support majors in other fields such as geography and environmental health and enable students to meet state certification requirements for teaching general science and earth science at the 7th through 12th grade levels.

**For additional information contact:**

Dr. John Knapp  
Office: Reynolds Hall 208  
Phone: 417.625.9720  
Email: knapp-j@mssu.edu

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## Course Descriptions

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Geol 110 (S) 5 hrs. cr.

**Introduction to Geology**

Materials of the earth, structures, and geologic features of the surface in relation to the processes and forces producing them. Laboratory study of minerals and rocks and topographic and geologic maps. Additional one-day field trips may be required. Three lectures, two two-hour labs per week.

Geol 180 (F, Odd) 3 hrs. cr.

**Introduction to Meteorology**

Fundamentals of the circulation of the atmosphere, sequence of weather events. Includes interpretation of weather maps. Three lectures per week. Prerequisite: Physics 100 or equivalent.

Geol 201 (F, Even) 3 hrs. cr.

**Physical Geography**

Study of the physical or natural aspects of man's environment, with emphasis on land form development, oceanographic features, and climate. Students may not receive credit for both Geol 110 and Geol 201.

Geol 202 (F, Even) 1 hr. cr.

**Map and Photo Interpretation**

An introduction to the interpretation of topographic maps, aerial photos, and satellite images. One 3-hour laboratory per week. Designed to compliment Geol 201. Prerequisite: Geol 201 or equivalent, may be taken concurrently. Students may not receive credit for both Geol 110 and Geol 202.

Geol 300 (S, Odd) 3 hrs. cr.

**Environmental Geology**

An introduction to our relationship to the earth's environment. The limitations of natural resources and discussion of consequences of the exploitation of natural resources are considered along with the demands of humanity upon the environment. Overview of natural environmental hazards, including volcanoes, earthquakes, subsidence landslides, floods, and asteroid impacts. Prerequisite: Five credits in physical science, physics, and/or chemistry.

Geol 320 (S, Even) 4 hrs. cr.

**Historical Geology**

A comprehensive study of the history of the earth within a plate-tectonics context. Emphasizes the global evolution of landscapes and the fossil record. Laboratory includes geologic mapping, the interpretation of geologic history from map and fossil data, and fossil identification. Three lectures, one two-hour lab per week. Prerequisites: Geol 110 (Bio 101 or equivalent recommended).

Geol 430 (Demand) 1-3 hrs. cr.

**Internship in Geology**

In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied geology in which on-the-job experience would be beneficial to the student's training. Prerequisites, Junior standing in Chemistry, Physics, Biology, or Pre-Engineering or by permission.

Geol 498 (Demand) 1-3 hrs. cr.

**Studies in Geology**

In depth study of the geology of a particular region or system of regions through classroom sessions and/or field trips. Extended field trips will require a special lab fee and, in some cases, special physical conditioning or training. The region or area of interest varies from year to year. Prerequisites: Geol 320 and/or consent of the instructor.

Geol 499 (Demand) 1-3 hrs. cr.

**Geology Field Studies**

Individual work under the supervision of a staff member with credit and hours to be arranged. Problems may be undertaken in any field of geology with adequate preparation and the consent of the supervising instructor. Prerequisite: Minimum GPA of 3.0 in 20 hrs. of science, Geol 110 and a proven interest in geology.

# HISTORY

Webster Hall 241, 417.625.9564

**Faculty** Miller - Head, Cebula, Laas, Tannenbaum, Teverow, Wagner

A Bachelor of Arts degree with a major in History prepares students for entering career positions in business, governmental and community service fields and for entry into graduate programs in the social sciences and law. A Bachelor of Science in Education with a major in Social Studies - History emphasis - certifies a student to enter professional teaching at the secondary school level. A minor in History is available for students majoring in other disciplines. Also see page 138 for a Social Sciences minor or the Social Studies for Secondary Education minor.

Core Curriculum requirements and Missouri statute requirements are met by History 110 and History 120. History 130 or 140 may also be used to meet certain Core Curriculum requirements. History 110 or 120 is a prerequisite for all upper division U. S. History courses.

History 130 or 140 is a prerequisite for all upper division European, Asian, or Latin American History courses. History 130 or 140 cannot be taken as a corequisite with any upper division European or Asian History course.

### Student Organizations

History Club is open to all students who are interested in history. The club provides an informal setting for students to pursue their interests in history and sponsors a wide variety of activities each semester.

Pi Alpha Theta is the national honor society in history. Pi Alpha Theta recognizes academic excellence in the field and encourages its members to participate in the activities of its national organization. Locally, Pi Alpha Theta members share many activities with the History Club.

### Bachelor of Arts with a Major in History

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>42</b>
<b>Computer Literacy Requirement - determined by Social Sciences Department</b>	<b>3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>History Requirements</b>	<b>39</b>
Hist 110 U.S. History 1492-1877	3
Hist 120 U.S. History 1877-Pres	3
Hist 130 Western Civilization to 1660	3
Hist 140 Western Civilization Since 1660	3
Hist 150 Asian Civilizations	
OR	
Hist 210 History of Latin America	3
Hist 201 Introduction to Historical Research**	3
Hist 497 Seminar in Historical Research**	3
Hist Upper Division U.S. Electives**	6
Hist Upper Division European, Asian or Latin American Electives**	6
Hist Upper Division Electives**	6
<b>Electives</b>	<b>28</b>
	<b>124***</b>

\*Required History courses satisfy major requirements and 9 hours of Core Curriculum.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300-400 level) hours.

### Bachelor of Science in Education with a Major in Social Studies

Grades 9-12 Certification

History Emphasis

Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>33</b>
<b>History Requirements</b>	<b>39</b>
Hist 110 U.S. History 1492-1877	3
Hist 120 U.S. History 1877-Pres	3
Hist 130 Western Civilization to 1660	3
Hist 140 Western Civilization Since 1660	3

Hist 150 Asian Civilizations	
OR	
Hist 210 History of Latin America	3
Hist 201 Introduction to Historical Research**	3
Hist 497 Seminar in Historical Research**	3
Hist Upper Division U.S. Electives**	6
Hist Upper Division European Electives	3
Hist Upper Division Latin American or Asian Electives**	3
Hist Upper Division Electives**	6
<b>Supporting Requirements</b>	<b>21</b>
PSc 120 Gov't: U.S./State/Local	3
PSc Upper Division Elective	3
Soc 110 Introduction to Sociology	3
Soc Upper Division Elective	3
Geog 211 Regions and Nations	3
Geog Upper Division Elective	3
Econ 180 American Economic Systems	3
<b>Education Certification Requirements (p. 189)</b>	<b>39-40</b>
<b>Elective</b>	<b>1-2</b>
	<b>133-135</b>

\*Required history, political science, sociology, and economics courses satisfy major requirements and 18 hours of Core Curriculum.

\*\*See Prerequisites

### Minor in History

	Semester Hours
Hist 110 U.S. History 1492-1877	3
Hist 120 U.S. History 1877-Pres	3
Hist 130 Western Civilization To 1660	
OR	
Hist 140 Western Civilization Since 1660	3
Hist Upper Division U.S. Elective*	3
Hist Upper Division European or Asian or Latin American Electives*	6
	<b>18</b>

\*Must be chosen with approval of history adviser.

### Minor in Social Studies for Secondary Education

See page 138.

## Suggested Order of Study

### Bachelor of Arts Major Code 2205 History Major

#### Freshman Year

Course	Hours
Hist 110 U.S. History 1492-1877*	3
CORE [Eng 101 Comp I]	3
CORE [Math 125 Contemporary Math]	3
CORE [Kine 103 Lifetime Wellness]	2

# 110 / History

CORE	[Kine 101 Physical Activity]	1
CORE	[Humanities and Fine Arts]	3
Psy 120	College Orientation	1
		16

2nd Semester		
Hist 120	U.S. History 1877-Present*	3
CORE	[Eng 102 Comp II]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Bio 101 Gen Biology]	4
CORE	[Comm 100 Oral Communication]	3
		16

## Sophomore Year

1st Semester		
Hist 130	Western Civilization to 1660	3
Foreign Language		3
CORE	[Eng Literature]	3
Hist 201	Introduction to Historical Research	3
CORE	[Econ 180 Amer Econ Sys]	3
		15

2nd Semester		
Hist 140	Western Civilization Since 1660	3
Foreign Language		3
CORE	[Soc 110 Introduction to Sociology]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Computer Literacy course selected with adviser's approval]	3
		17

## Junior Year

1st Semester		
Hist 150	Asian Civilizations	
OR		
Hist 210	History of Latin America	3
CORE	[Humanities and Fine Arts]	3
CORE	[International Cultural Studies]	3
Foreign Language		3
Elective	[A minor is suggested]	3
		15

2nd Semester		
Hist	Upper Division U.S.**	3
Foreign Language		3
Electives	[A minor is suggested]	9
		15

## Senior Year

1st Semester		
Hist	Upper Div Eur/Asian/Latin American**	3
Hist	Upper Div Elective (not 320)	3
Electives	[A minor is suggested]	9
		15

2nd Semester		
Hist	Upper Div Elective (not 320)	6
Hist 497	Seminar in Hist Research	3
Electives	[A minor is suggested]	7
		16

\*Also meets a Core Curriculum requirement.

\*\*See Prerequisites

[Department Recommendations]

## For additional information contact:

Dr. Paul Teverow  
Office: Webster Hall 226  
Phone: 417.625.3114  
Email: teverow-p@mssu.edu

## Bachelor of Science in Education

Major Code 0843

### Social Studies Major

(Plan B)

Single Teaching Field

Grades 9-12 Certification

History Emphasis

## Freshman Year

1st Semester			Hours
Course			
Hist 110	U.S. History 1492-1877*		3
CORE	[Eng 101 Comp I]		3
Psy 100	General Psychology		3
CORE	[Math 125 Contemporary Math]		3
Psy 120	College Orientation		1
Educ 100	Orientation to Education I		1
CORE	[Comm 100 Oral Communication]		3
			17

2nd Semester			
Hist 120 or 320	U.S. History 1877-Present*		3
CORE	[Eng 102 Comp II]		3
PSc 120	Gov't: U.S./State/Local*		3
CORE	[Bio 101 General Biology]		4
CORE	[Kine 101 Activities]		1
Elective			3
			17

## Sophomore Year

1st Semester			
Take C-Base test.			
Hist 130	Western Civilization to 1660		3
Hist 201	Introduction to Historical Research		3
CORE	[English Literature]		3
CORE	[Phys 100 Fund of Phys Sci]		5
Educ 200	Orientation to Education II		1
Psy 301	Adolescent Psychology		3
			18

## 2nd Semester

Apply for admission to Teacher Education.			
Hist 140	Western Civilization 1660-Present		3
Geog 211	Regions and Nations		3
Soc 110	Introduction to Sociology*		3
CORE	[Humanities and Fine Arts]		3
Psy 310	Educational Psychology		2
Educ 302	Exceptional Child		2
CORE	[Kine 103 Lifetime Wellness]		2
			18

## Junior Year

1st Semester			
Pass media competencies.			
Hist 150	Asian Civilizations		
OR			
Hist 210	History of Latin America		3
Econ 180	Amer Econ System		3
Educ 329	Ped Theo Meth & Prac		4
Educ 321	Microteaching		2
Educ 301	Use of Computer Software/Classroom		3
Educ 423	Classroom Management		2
			17

## 2nd Semester

Hist	Upper Division U.S.**		3
Hist	Upper Div Eur/Asian/Latin American**		3
Soc	Upper Division		3
Hist	Upper Division Elective		3
PSc	Upper Division Elective		3
			15

**Senior Year****1st Semester**

Apply for admission to student teaching. All course work must be completed except Professional Semester courses.

Hist	Upper Division European	3
Hist 497	Seminar in Historical Research	3
Geog	Upper Division Elective	3
CORE	[Humanities and Fine Arts]	3
Educ 422	Reading in Secondary School	2
		<b>17</b>

**2nd Semester**

Educ 334	Teaching Social Science in Sec Sch	2
Professional Semester		14
		<b>16</b>

See page 189 for specific Education Department requirements.

\*Also meets a Core Curriculum requirement.

\*\* See Prerequisites

**For additional information contact:**

Dr. Richard B. Miller  
Office: Webster Hall 245  
Phone: 417.625.9564  
Email: miller-r@mssu.edu

## Course Descriptions

### U. S. History

Hist 110 (F, S) 3 hrs. cr.  
**United States History 1492-1877**  
Survey of the United States from the era of discovery through reconstruction. Meets the Core Curriculum requirement for all majors. Educ 151 & 152 or a satisfactory score on the ACT Admissions Test is a prerequisite or corequisite to this course.

Hist 120 (F, S) 3 hrs. cr.  
**United States History 1877 to Present**  
Survey of the economic, social, and political development of the United States from 1877 to the present. Meets the Core Curriculum requirement for all majors. Educ 151 & 152 or a satisfactory score on the ACT Admissions Test is a prerequisite or corequisite to this course.

Hist 201 (F) 3 hrs. cr.  
**Introduction to Historical Research**  
A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources, and the recommended styles and strategies for writing research papers. Required of all History B.A. and all Social Studies (History emphasis) B.S.E. majors as a prerequisite for upper-division History courses. Prerequisite: Hist 110 or 120 or 130 or 140.

Hist 298 (Demand) 3 hrs. cr.  
**Topics in History**  
Special historical topics are examined. Students are encouraged to submit areas of personal interest to guide in the selection of the topics.

Hist 310 (Demand) 3 hrs. cr.  
**United States Social and Intellectual History**  
Ideas, values, and institutions that have nurtured and influenced the United States during the great industrial expansion and emergence as a technology leader to the dilemmas of the 1970's and 1980's. Prerequisite: Three hours of history or consent of instructor.

Hist 315 (Demand) 3 hrs. cr.  
**Economic History of the United States**  
Development of the American economy and its related institutions from the early national period to the present.

Hist 325 (F, Odd) 3 hrs. cr.  
**The American West**  
The conquest of the American West by Spanish, French, and American settlers and its effects on the native inhabitants of the region. The development of the mythic west will also be examined.

Hist 330 (Demand) 3 hrs. cr.  
**History of the American Indians**  
Social, political, diplomatic, military, and legal history of native American society.

Hist 335 (Demand) 3 hrs. cr.  
**United States Foreign Relations to 1900**  
Diplomatic relations of the United States and the related development of its foreign policy from 1775 to 1900.

Hist 340 (S, Odd) 3 hrs. cr.  
**United States Foreign Relations Since 1900**  
An investigation of the United States' foreign relations from its emergence as a world power to the present day. Prerequisite: History 120.

Hist 343 (F, Odd) 3 hrs. cr.  
**The U.S. and the Cold War**  
A study of the 20th century struggle for global influence between the United States and the Soviet Union. Prerequisite: History 120.

Hist 344 (F, Even) 3 hrs. cr.  
**America in Vietnam**  
A political, diplomatic, military, and social study of the United States involvement in the conflict in Vietnam from 1945 to 1975. Topics will include: American support for French colonial policy in the region, American support for a South Vietnamese state as a bulwark against communism, the "Americanization" of the war against the "Viet Cong" and North Vietnamese, the military strategy of a "limited" war, the perspectives of American soldiers, the anti-war movement, and withdrawal and defeat. Prerequisite: History 120.

Hist 345 (Demand) 3 hrs. cr.  
**Age of Jefferson and Jackson**  
Early political development in the United States. Evolution of the presidency over the first years of the new government, the triumph of Jeffersonian ideas, social trends, and the rise of nationalism.

Hist 350 (S) 3 hrs. cr.  
**Civil War and Reconstruction** (Writing Intensive)  
Causes of the Civil War, slavery, and reform movements before the Civil War. Traces the development of reconstruction and political developments of the era.

Hist 355 (F, Even) 3 hrs. cr.  
**The South**  
Social, economic, political, and intellectual history of the Southern United States concentrating on tracing the distinctive characteristics of the section and attempting to discover how a consciousness of the region's separateness evolved.

Hist 360 (Demand) 3 hrs. cr.  
**History of Missouri**  
Missouri's growth from its early settlement to the present. Emphasis on political, economic, institutional, and social development.

Hist 365 (Demand) 3 hrs. cr.  
**Colonial North America** (Writing Intensive)  
Discovery, conquest, and development from 1492-1781. The imperial struggles between Spain, France, England, and various Native Americans will be emphasized, along with the social, cultural, and economic growth of the European colonies.

Hist 373 (F, Odd) 3 hrs. cr.  
**Women in U.S. History** (*Writing Intensive*)  
 A survey of the historical experience of American women from the colonial period to the modern era.

Hist 405 (Demand) 3 hrs. cr.  
**The United States 1870-1920**  
 United States at the turn of the century with the impact of the Industrial Revolution and its effect on social, political, and economic institutions, the Progressive Movement and World War I.

Hist 410 (S, Even) 3 hrs. cr.  
**Modern America**  
 Impact of politics, economics, social, and cultural trends on the United States since 1920. Prerequisites: History120.

Hist 496 3-8 hrs. cr.  
**Internship in History**  
 Practical, professional training in archival skills and museum management in an area historical museum, archival institution or historic site, under the supervision of a faculty member and a professional from the participating institution. No more than three hours may be counted toward a major or minor. Prerequisite: Junior standing or above and departmental approval.

Hist 497 (F) 3 hrs. cr.  
**Seminar in Historical Research** (*Writing Intensive*)  
 Topics pertaining to an era or historical problem of special interest to the instructor and students. Emphasis on student's ability to research, assimilate, and present new areas of knowledge. Prerequisite: Junior standing, Hist 201, Eng 102, and 6 hours upper-division history.

Hist 498 (F or S) 3 hrs. cr.  
**Advanced Topics in History**  
 Advanced topics not covered in other history offerings. Emphasis on student's ability to research, assimilate, and present new areas of knowledge. Prerequisite: Junior or senior status; prior instructor consultation is advised.

Hist 499 (F, S) 1-2-3 hrs. cr.  
**Independent Study**  
 Individualized project directed by the instructor/adviser with approval of department head, and school dean. Advanced standing in the major field and a minimum GPA of 3.0 are required.

## European History

**Hist 130 or Hist 140 is a prerequisite for any upper level European History course.**

Hist 130 (F, S) 3 hrs. cr.  
**Western Civilization to 1660**  
 Development and progress of western civilization from its origins through the Reformation. Changes in political organization, religion, artistic expression, and daily life in the ancient Near East, Greece, Rome, and Christian Europe. May be used to meet the Core Curriculum requirement in Area 5.

Hist 140 (F, S) 3 hrs. cr.  
**Western Civilization since 1660**  
 Western societies from the Baroque Era to the retreat of European colonialism. Major emphasis on development of the nation-state, the impact of industrialization, changes in political and religious outlook, the impact of revolutions, and two world wars. May be used to meet the Core Curriculum requirement in Area 5.

Hist 201 (F) 3 hrs. cr.  
**Introduction to Historical Research**  
 A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources, and the recommended styles and strategies for writing research papers. Required of all History

B.A. and all Social Studies (History emphasis) B.S.E. majors as a prerequisite for upper-division history courses. Prerequisite: Hist 110 or 120 or 130 or 140.

Hist 298 (Demand) 3 hrs. cr.  
**Topics in History**  
 Special historical topics. Students are encouraged to submit areas of personal interest to guide in the selection of the topics.

Hist 369 (Demand) 3 hrs. cr.  
**Nineteenth Century Europe**  
 Major alterations of European society during this century. Emphasis on industrialization, imperialism, revolutions, rise of socialism/communism, middle-class liberal capitalism, and individual national events.

Hist 370 (Demand) 3 hrs. cr.  
**Twentieth Century Europe**  
 A survey approach with emphasis on World Wars I and II, the League of Nations, the United Nations, totalitarian systems, and current European/world problems.

Hist 371 (Demand) 3 hrs. cr.  
**The Holocaust**  
 An examination of the destruction of the European Jews from 1933 to 1945, with special attention to the social, political, and scientific context of the Holocaust. Special attention to European antisemitism, the rise of German Nazism, the development of a policy of mass murder, and the operation of ghettos and death camps.

Hist 375 (F, Even) 3 hrs. cr.  
**English History to 1660** (*Writing Intensive*)  
 The peoples of England and their institutions from prehistoric settlement through the English civil wars. Major topics include the impact of Anglo-Saxon, Scandinavian, and Norman invasions, the changing roles of monarchy and parliament, changes in England's relations with other parts of the British Isles and with Europe, and life among various social classes.

Hist 380 (S, Odd) 3 hrs. cr.  
**British History Since 1660**  
 British peoples and institutions from the Restoration to the present. Emphasis on the development of Parliamentary government, the rise and fall of the world's first industrial economy, life among various social classes, and changes in Britain's role as a European and global power.

Hist 387 (F, Odd) 3 hrs. cr.  
**History of Russia to 1796** (*Writing Intensive*)  
 History of Russia from pre-Tsarist times through the reign of Peter the Great. Emphasis on the land and the people, national characteristics, and political institutions.

Hist 388 (S, Even) 3 hrs. cr.  
**History of Russia Since 1796**  
 Russia since the reign of Catherine the Great until the recent demise of the Soviet Union. Investigates the problems posed by Tsarist Autocracy and Serfdom, the origins and course of the Bolshevik Revolution, Russian life under communism, and the structural weaknesses and events contributing to the collapse of the Soviet Union.

Hist 390 (Demand) 3 hrs. cr.  
**History of Germany**  
 Social, political, military, and economic history of Germany, with major concentration on the post 1519 period. Emphasis on the decline of the Medieval Empire, princely absolutism, national unification, Weimar Republic, Third Reich, and post World War II.

Hist 420 (Demand) 3 hrs. cr.  
**Medieval History**  
 Europe from the end of the Roman Empire to ca. 1350. Emphasis on the emergence of the Papacy, manorialism and feudalism, the development of cities and an urban economy, and on intellectual life and artistic expression.

Hist 425 (Demand) 3 hrs. cr.  
**The Renaissance and the Reformation 1350-1559**  
 An overview of Europe from 1350 to 1559. Changes in thought and artistic expression, the divisions within Western Christendom, the emergence of national monarchies, and the impact of economic change on daily life.

Hist 435 (Demand) 3 hrs. cr.  
**The Era of the French Revolution and Napoleon**  
 An examination and analysis of events in France and their impact on Europe from 1789 to 1815. Interplay of ideas and people and the quest for a political settlement under a constitutional monarchy, republic, and empire.

Hist 440 (S, Even) 3 hrs. cr.  
**European Intellectual History**  
 Intellectual, cultural, and social developments in Europe from the Italian Renaissance to the present. Examination of the rise of scientific thought, the Enlightenment, Romanticism, nationalism, political ideologies, social reforms, and existentialism.

Hist 497 (F) 3 hrs. cr.  
**Seminar in Historical Research** (Writing Intensive)  
 Topics pertaining to an era or historical problem of special interest the instructor and student. Emphasis on student's ability to research, assimilate and present new areas of knowledge. Prerequisites: Junior standing, Hist 201, Eng 102, and 6 hours upper-division history courses.

Hist 498 (F or S) 3 hrs. cr.  
**Advanced Topics in History**  
 Advanced topics not covered in other history offerings. Emphasis on student's ability to research, assimilate, and present new areas of knowledge. Prerequisite: Junior or senior status; prior instructor consultation is advised.

Hist 499 (F, S) 1-2-3 hrs. cr.  
**Independent Study**  
 Individualized project directed by the instructor/adviser with approval of the department head and the school dean prior to enrollment. Advanced standing in the major field and a minimum GPA of 3.0 are required.

## Asian History

**History 150 is a prerequisite for any upper level Asian History course.**

Hist 150 (S) 3 hrs. cr.  
**Asian Civilizations**  
 Introductory survey of the history and culture of traditional and modern Asia, focusing on the distinctive culture areas of monsoonal Asia, i.e., South, Southeast, and East Asia. Some attention will also be given to Asian culture areas outside this zone.

Hist 201 (F) 3 hrs. cr.  
**Introduction to Historical Research**  
 A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources, and the recommended styles and strategies for writing research papers. Required of all History B.A. and all Social Studies (History emphasis) B.S.E. majors as a prerequisite for upper-division history courses. Prerequisite: Hist 110 or 120 or 130 or 140.

Hist 298 (Demand) 3 hrs. cr.  
**Topics in History**  
 Special historical topics. Students are encouraged to submit areas of personal interest to guide in the selection of the topics.

Hist 313 (F, Odd) 3 hrs. cr.  
**East Asian Civilizations I**  
 Survey of the history of pre-modern East Asia to ca. 1800, focusing particularly on China, Japan, and to a lesser extent, Korea. Course

will emphasize the development of East Asian cultures, societies, and political structures and will use a comparative analysis in seeking to understand the history of the region.

Hist 314 (Demand) 3 hrs. cr.  
**East Asian Civilizations II**  
 Survey of the history of modern East Asia from ca. 1800, focusing particularly on China, Japan, and to a lesser extent, Korea. Course will emphasize the impact of the West and the problems of modern development, using a comparative analysis in seeking to understand the history of the region.

Hist 455 (F, Even) 3 hrs. cr.  
**Traditional South Asia**  
 Survey of traditional South Asia (focusing on the area which now includes India, Pakistan, and Bangladesh) from the Harappan Culture through the twelfth century. Course emphasizes developments in South Asian culture, society, and politics, particularly the development of religions, such as Hinduism, Buddhism, Jainism, Islam, and Sikhism, as well as the evolution of South Asian politics.

Hist 458 (S, Odd) 3 hrs. cr.  
**Modern South Asia**  
 Survey of medieval and modern South Asia (focusing on the area which now includes India, Pakistan, and Bangladesh) from the twelfth century to the present. Course emphasizes developments in South Asian culture, society, and politics, particularly the impact of Islam, European imperialism, the rise of Indian nationalism, Indian independence, and post-independence foreign and domestic politics.

Hist 497 (F) 3 hrs. cr.  
**Seminar in Historical Research** (Writing Intensive)  
 Topics pertaining to an era or historical problem of special interest to the instructor and students. Emphasis on student's ability to research, as simulate and present new areas of knowledge. Prerequisites: Junior standing, Hist 201, Eng 102, and 6 hours upper-division history courses.

Hist 498 (F or S) 3 hrs. cr.  
**Advanced Topics in History**  
 Advanced topics not covered in other history offerings. Emphasis is placed on the student's ability to research, assimilate, and present new areas of knowledge. Prerequisite: Junior or senior status; prior instructor consultation is advised.

Hist 499 (F, S) 1-2-3 hrs. cr.  
**Independent Study**  
 Individualized project directed by the instructor/adviser prior to enrollment in the study. Advanced standing in the major field and a minimum GPA of 3.0 are required.

## Global History

Hist 201 (F) 3 hrs. cr.  
**Introduction to Historical Research**  
 A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources, and the recommended styles and strategies for writing research papers. Required of all History B.A. and all Social Studies (History emphasis) B.S.E. majors as a prerequisite for upper-division history courses. Prerequisite: Hist 110 or 120 or 130 or 140.

Hist 341 (F) 3 hrs. cr.  
**Problems in Recent Diplomatic History**  
 Selected issues in recent global history from the perspective of a United Nations member state. Each student will investigate one issue, share the results of the research with the class and in a paper explain the historical background of the selected nation's position on the issue. Both the nation and topics studied will be determined by MSSU's participation in the Midwest Model United Nations and similar conferences. Although the course is a prerequisite for delegates to

these conferences, enrollment is not limited to Model UN participants. May be repeated up to 9 hours.

**Hist 497 (F)** 3 hrs. cr.  
**Seminar in Historical Research** (*Writing Intensive*)  
 Topics pertaining to an era or historical problem of special interest to the instructor and students. Emphasis on student's ability to research, assimilate, and present new areas of knowledge. Prerequisites: Junior standing, Hist 201, Eng 102, and 6 hours upper-division history courses.

## Latin American History

**Hist 201 (F)** 3 hrs. cr.  
**Introduction to Historical Research**  
 A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources, and the recommended styles and strategies for writing research papers. Required of all History B.A. and all Social Studies (History emphasis) B.S.E. majors as a prerequisite for upper-division history courses. Prerequisite: Hist 110 or 120 or 130 or 140.

**Hist 210 (F, Even)** 3 hrs. cr.  
**History of Latin America**  
 Provides a historical overview of Latin America, from the Spanish and Portuguese to the present day, by examining the major themes and events in the region. Particular emphasis will be placed on the Indian background of Latin American history and the ways the natives helped shape Latin American society. Topics covered will include the conquest of Latin America, Spanish administration, the independence movements of the nineteenth century, nation building, democratization, and the influence of the United States.

**Hist 474 (Demand)** 3 hrs. cr.  
**Colonial Latin America**  
 Colonial Latin America will provide a historical overview of Latin American from the Spanish and Portuguese conquest until independence in the 1820s, by examining the major themes and events in the region. Particular emphasis will be placed on the Indian background to Latin American history and the ways the natives helped shape Latin American society. Topics covered will include the conquest of Latin America, imperial rivalries, Spanish administration, Indian labor, and the independence movements of the 19th century.

**Hist 475 (Demand)** 3 hrs. cr.  
**Modern Latin America**  
 Historical overview of Latin America since independence, examining major themes, events, and issues in the region. Particular emphasis on ways in which Latin American peoples have struggled to resist, adapt, and take advantage of the social forces influencing their nations' urbanization, populism, social revolution, development, peasant rebellion, the position of women in society, and the Church.

**Hist 497 (F)** 3 hrs. cr.  
**Seminar in Historical Research** (*Writing Intensive*)  
 Topics pertaining to an era or historical problem of special interest to the instructor and students. Emphasis on student's ability to research, assimilate, and present new areas of knowledge. Prerequisites: Junior standing, Hist 201, Eng 102, and 6 hours upper-division history courses.

**Hist 498 (F or S)** 3 hrs. cr.  
**Advanced Topics in History**  
 Advanced topics not covered in other history offerings. Emphasis is placed on the student's ability to research, assimilate, and present new areas of knowledge. Prerequisite: Junior or senior status; prior instructor consultation is advised.

**Hist 499 (F, S)** 1-2-3 hrs. cr.  
**Independent Study**  
 Individualized project directed by the instructor/adviser prior to enrollment in the study. Advanced standing in the major field and a minimum GPA of 3.0 are required.

## MATHEMATICS

Reynolds Hall 210, 417.625.9376

**Faculty** Vazquez - Head, Adkins A., Adkins L., Cassens, Curtis, Hand, Harmon, Johnson, Laird, Livingston, Thuong

In an increasingly technological society, applications of mathematics continue to increase in variety. Persons with quantitative ability and training are in high demand. Career opportunities exist in a diversity of fields such as engineering, computer science, economics, statistics, operations research, management, and education. Missouri Southern graduates are enjoying success in all of these areas. Some graduates choose to begin careers immediately upon graduation; others choose to continue their education in graduate school. The curriculum is designed to prepare students for either path. The computational mathematics option allows a student to obtain a double major in mathematics and computer science.

Core requirements for the bachelors and the associate of arts degree can be met with any mathematics course numbered 120 or above. Note the limitations on Math 119 in the course descriptions.

Core requirements for the associate of science degree can be met with any mathematics course numbered 030 or above.

For students majoring in mathematics, mathematics education, computational math, or minoring in math, only courses in which they have earned a grade of "C" or above can be used to satisfy departmental mathematics requirements and supporting requirements. Mathematics courses used as prerequisites require a grade of "C" or better. Placement in the first college math course is based on the student's score on the Mathematics Section of the ACT. More information is available in the individual course description, the Mathematics Department Office, or on the following website: [www.mssu.edu/math/place.htm](http://www.mssu.edu/math/place.htm).

## Bachelor of Science with a Major in Mathematics

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>43</b>
<b>Mathematics Requirements</b>	<b>39</b>
Math 150 Calculus with Analytic Geometry I**	5
Math 250 Calculus with Analytic Geometry II**	5
Math 260 Calculus with Analytic Geometry III**	5

Math 300	Fundamentals of Mathematical Thought**	3
Math 342	Abstract Algebra**	
OR		
Math 351	Linear Algebra**	3
Math	Electives numbered above 320***	18
<b>Supporting Requirements</b>		<b>16-18</b>
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Chem 101	General Chemistry I	5
CIS 110	(or above)	3
Phys 290-91	General Physics III+Lab	5
OR		
Chem 102	General Chemistry II	5
OR		
CIS 210	Programming II	3
<b>Electives</b>		<b>24-26</b>
<b>TOTAL</b>		<b>124****</b>

\*Required mathematics, chemistry, and physics courses satisfy major requirements and 8 hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\*Must include one from Math 350, 371, 452 to satisfy Computer Literacy requirement and either 330, 371, or 452 to satisfy Writing Intensive requirement.

\*\*\*\*Must include at least 40 upper division (300-400 level) hours.

### Bachelor of Science with a Major in Mathematics Computational Mathematics Option\*

	Semester Hours	
<b>Core Requirements (p. 32) 51**</b> .....	<b>43</b>	
<b>Mathematics Requirements</b> .....	<b>33</b>	
Math 150    Calculus with Analytic Geometry I*** .....	5	
Math 250    Calculus with Analytic Geometry II*** .....	5	
Math 260    Calculus with Analytic Geometry III*** .....	5	
Math 300    Fundamentals of Mathematical Thought***	3	
Math 350    Introduction to Numerical Analysis*** .....	3	
Math 351    Linear Algebra*** .....	3	
Math 361    Probability and Statistics I .....	3	
Math 371    Introduction to Operations Research (WI)***	3	
Math .....	Electives numbered above 320*** .....	3
<b>CIS            Core</b> .....	<b>33</b>	
CIS 110    Programming I .....	3	
CIS 210    Programming II .....	3	
CIS 302    Information Systems I (WI) .....	3	
CIS 310    Database Management Systems I .....	3	
CIS 315    Computer Networks .....	3	
CIS 345    UNIX System Administration .....	3	
CIS 350    Data Structures .....	3	
CIS 410    Information Systems II .....	3	
CIS 425    Database Management Systems II (WI) .....	3	
CIS 435    Data Mining .....	3	
CIS 450    Operating Systems (WI) .....	3	
<b>Supporting Requirements</b> .....	<b>10</b>	
Phys 250    General Physics I .....	2	
Phys 260    General Physics II .....	3	
Chem 101    General Chemistry I .....	5	

<b>Electives</b>	<b>5</b>
<b>Total</b>	<b>124</b>

\*This program is the same as the Bachelor of Science in CIS, Computer Science (Option 2). See page 219. Students selecting this option will graduate with a double major, Mathematics and Computer Information Science.

\*\*Required mathematics, chemistry, and physics courses satisfy major requirements and 8 hours of Core Curriculum requirements.

\*\*\*See Prerequisites

### Bachelor of Science in Education with a Major in Mathematics Grades 9-12 Certification Plan A One of Two Teaching Fields

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>45</b>
<b>Mathematics Requirements</b>	<b>33</b>
Math 150 Calculus with Analytic Geometry I**	5
Math 250 Calculus with Analytic Geometry II**	5
Math 260 Calculus with Analytic Geometry III**	5
Math 300 Fundamentals of Mathematical Thought**	3
Math 332 Geometry**	3
Math 342 Abstract Algebra**	3
Math 351 Linear Algebra**	3
Math 361 Probability & Statistics**	3
Math 371 Introduction to Operations Research (WI)	
OR	
Math 452 Mathematical Models	3
<b>Supporting Requirements</b>	<b>3</b>
CIS 110 Programming I	3
<b>Education Certification Requirements (p. 189)</b>	<b>39-40</b>
Second teaching field (some fields exceed 30 hours)	<b>30</b>
<b>TOTAL</b>	<b>150-151****</b>

\*Required courses in mathematics and psychology satisfy major requirements and six hours of Core Curriculum requirements.

\*\*See Prerequisites

### Bachelor of Science in Education with a Major in Mathematics Grades 9-12 Certification Plan B Single Teaching Field

	Semester Hours
<b>Core Requiriements (p. 32) 51*</b> .....	<b>40</b>
<b>Mathematics Requirements</b> .....	<b>33</b>
Math 150    Calculus with Analytic Geometry I** . . . .	5
Math 250    Calculus with Analytic Geometry II** . . . .	5
Math 260    Calculus with Analytic Geometry III** . . . .	5
Math 300    Fundamentals of Mathematical Thought** .	3
Math 332    Geometry** .....	3
Math 342    Abstract Algebra** .....	3
Math 351    Linear Algebra** .....	3
Math 361    Probability and Statistics I** .....	3

# 116 / Mathematics

Math 371	Introduction to Operations Research (WI)	
OR		
Math 452	Mathematical Models	3
<b>Supporting Requirements</b>		<b>16-18</b>
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Chem 101	General Chemistry I	5
CIS 110 (or above)		3
Phys 290-91	General Physics I+Lab (5)	
OR		
Chem 102	General Chemistry II (5)	
OR		
CIS 210	Programming II (3)	3-5
<b>Education Certification Requirements (p. 189)</b>		<b>43</b>
<b>TOTAL</b>		<b>132-134</b>

\*Required courses in mathematics, chemistry, physics, and psychology satisfy major requirements and 11 hours of the Core Curriculum requirements.

\*\*See Prerequisites

## Minor in Mathematics

		Semester Hours
Math 150	Calculus with Analytic Geometry I . . . . .	5
Math 250	Calculus with Analytic Geometry II . . . . .	5
Math	Electives numbered above 250* . . . . .	11

\*At least 6 hours upper division (excluding Math 302).

2nd Semester		
Math 300	Fund of Math Thought	3
Math	Elective [322]	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Area 2 Elective]	3
CORE	[Comm 100 Oral Communication]	3
		<b>15</b>

## Junior Year

1st Semester		
Math	Electives**	6
CORE	[Area 2 Elective]	3
Elective		3
CORE	[PSc 120 Govt:US/Sta/Loc]	3
		<b>15</b>

2nd Semester		
Math	Electives**	6
CORE	[Bio 101 General Biology]	4
CORE	[Kine 101 Physical Activity]	1
CORE	[Area 5 Elective]	3
Elective		1
		<b>15</b>

## Senior Year

1st Semester		
Math	Electives**	6
Electives		6
CORE	[Hist 120 or 320 US Hist]	3
		<b>15</b>

2nd Semester		
Math	Electives**	6
Electives		9
		<b>15</b>

\*\*Electives must be approved by math adviser.  
[Department Recommendations]

## For additional information contact:

Dr. Juan Vazquez, Department Head  
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Phone: 417.625.9540  
Email: vazquez-j@mssu.edu

## Suggested Order of Study

### Bachelor of Science

Major Code 1701  
**Mathematics**

#### Freshman Year

Freshman Year		
1st Semester		
Course		Hours
Math 150	Calculus with Analytic Geometry I	5
Chem 101	General Chemistry I	5
CORE	[Eng 101 Comp I (WI)]	3
CORE	[Area 2 Elective]	3
Psy 120	College Orientation	1
		17

#### 2nd Semester

Math 250	Calculus with Analytic Geometry II	5
CORE	[Eng 102 Comp II (WI)]	3
Phys 250	General Physics I	2
Phys 260	General Physics II	3
CIS 110	Programming I	3
		<b>16</b>

#### Sophomore Year

1st Semester		
Math 260	Calculus with Analytic Geometry III	5
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Kine 103 Lifetime Wellness]	2
Phys/Chem/CIS	Elective	3-5
		<b>16-18</b>

### Bachelor of Science

Major Code 1702  
**Computational Mathematics Option\***

#### Freshman Year

1st Semester		
Course		Hours
CIS 110	Programming I	3
Math 150	Calculus with Analytic Geometry I	5
CORE	[Eng 101 Comp I (WI)]	3
CORE	[Psy 100 or Soc 110]	3
Psy 120	College Orientation	1
		<b>15</b>

#### 2nd Semester

CIS 210	Programming II	3
Math 250	Calculus with Analytic Geometry II	5
Phys 250	General Physics I	2
Phys 260	General Physics II	3
CORE	[Eng 102 Comp II (WI)]	3
		<b>16</b>

#### Sophomore Year

1st Semester		
CIS 310	Database Management System I	3

Chem 101	General Chemistry I	5
Math 260	Calculus with Analytic Geometry III	5
CIS 315	Computer Networks	3
		<b>16</b>

<b>2nd Semester</b>		
CIS 302	Information Systems I	3
CIS 350	Data Structures	3
Math 300	Fund of Math Thought	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Area 2A]	3
		<b>15</b>

**Junior Year**

<b>1st Semester</b>		
CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
Math 371	Introduction Operations Research (WI)	3
Math 361	Probability & Statistics I	3
CORE	[Hist 110 U.S. History]	3
		<b>15</b>

<b>2nd Semester</b>		
Math 350	Introduction to Numerical Analysis	3
	General Elective	3
CORE	[Bio 101 General Biology]	4
CORE	[Area 5 Elective]	3
CORE	[PSc 120 Govt:US/Sta/Loc]	3
		<b>16</b>

**Senior Year**

<b>1st Semester</b>		
CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
Math 351	Linear Algebra	3
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[Hist 110 US History]	3
	General Elective	1
		<b>16</b>

<b>2nd Semester</b>		
CIS 425	Database Management Systems II	3
Math	Elective**	3
CORE	[Area 2B]	3
CORE	[Area 2C]	3
CORE	[Hist 120 US History]	3
		<b>15</b>

\*See requirements and exclusions on page 115.

\*\*Electives must be approved by math adviser.

[Department Recommendations]

**For additional information contact:**

Dr. Juan Vazquez  
Office: Reynolds Hall 212  
Phone: 417.625.9540  
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**Bachelor of Science in Education**

Major Code 9022

**Mathematics Major**

**Grades 9-12 Certification**

**Plan B Single Teaching Field**

**Freshman Year**

<b>1st Semester</b>		
Course		Hours
Math 150	Calculus with Analytic Geometry I	5
CORE	[Eng 101 Comp I (WI)]	3
Psy 100	General Psychology	3

CORE	[Kine 103 Lifetime Wellness]	2
Educ 100	Orientation to Education I	1
Psy 120	College Orientation	1
		<b>15</b>

<b>2nd Semester</b>		
Math 250	Calculus with Analytic Geometry II	5
Chem 101	General Chemistry I*	5
CORE	[Eng 102 Comp II (WI)]	3
CIS 110	Programming I	3
CORE	[Kine 101 Physical Activity]	1
		<b>17</b>

**Sophomore Year**

<b>1st Semester</b>		
<i>Take C-Base Test.</i>		
Math 260	Calculus with Analytic Geometry III	5
Phys 250	General Physics I	2
Phys 260	General Physics II	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Area 2 Elective]	3
Educ 200	Orientation to Education II	1
		<b>17</b>

<b>2nd Semester</b>		
<i>Apply for admission to Teacher Education.</i>		
Math 300	Fund of Math Thought	3
CORE	[Bio 101 General Biology]	4
Psy 301	Adolescent Psychology	3
CORE	[Hist 110 U.S. History]	3
Phys/Chem/CIS	Elective**	3-5
		<b>16-18</b>

**Junior Year**

<b>1st Semester</b>		
<i>Pass media competencies.</i>		
Math 332	Geometry	
OR		
Math 361	Probability & Statistics I	3
Math 342	Abstract Algebra	
OR		
Math 351	Linear Algebra	3
Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods & Practices	4
Educ 423	Classroom Management	2
CORE	[Hist 120 or 320 U.S. Hist]	3
		<b>17</b>

<b>2nd Semester</b>		
Math	Electives**	3
CORE	[PSc 120 Govt:US/Sta/Loc]	3
Psy 310	Educational Psychology	2
Psy 302	Exceptional Child	2
CORE	[Area 2 Elective]	3
CORE	[Area 2 Elective]	3
		<b>16</b>

**Senior Year**

<b>1st Semester</b>		
<i>Apply for admission to student teaching. All course work must be completed except Professional Semester courses.</i>		
Math 332	Geometry	
OR		
Math 361	Probability & Statistics I	3
Math 342	Abstract Algebra	
OR		
Math 351	Linear Algebra	3
CORE	[Area 5 Elective]	3
CORE	[Econ 180 Amer Econ Sys]	3
Educ 422	Reading in the Content Area: Secondary	2
Educ 301	Use/Comp Software in the Classroom	3
		<b>17</b>

2nd Semester		
Educ 339	Teaching Math in Sec Schools	3
Educ 402	Foundations of Education	2
Educ 432	Critical Issues	2
Educ 412	Individual Curriculum Development (2)	
OR		
Psy 412	Measurement & Evaluation	2
Educ 462	Student Teaching	8
		17

\*\*Electives must be approved by math adviser.  
[Department Recommendations]

## For additional information contact:

Dr. Juan Vazquez  
Office: Reynolds Hall 212  
Phone: 417.625.9540  
Email: vazquez-j@mssu.edu

## Course Descriptions

**Math 020 (F, S) 3 hrs. cr.**  
**Beginning Algebra**  
Operations on signed numbers, linear equations and inequalities, systems of linear equations, polynomial arithmetic. No credit towards baccalaureate degree.

**Math 025 (F, S) 2 hrs. cr.**  
**Accelerated Beginning Algebra**  
Linear equations and inequalities with applications, graphing linear equations, systems of linear equations and inequalities, exponents. Other topics may be covered as time permits. Designed as a preparation for intermediate algebra for those students already having mastered real number arithmetic and solution of basic linear equations. No credit toward baccalaureate degree. Prerequisite: One year of high school algebra and score of at least 16 on the ACT Mathematics Section or qualifying score on the Mathematics Placement test.

**Math 030 (F, S) 3 hrs. cr.**  
**Intermediate Algebra**  
Factoring, operations on polynomials, radicals, quadratic equations. Prerequisite: One year of high school algebra and a score of 19 or above on the ACT Mathematics Section or qualifying score on departmental exam or Math 020 or Math 025 with a grade of "C" or better. No credit towards baccalaureate degree.

**Math 114 (Demand) 3 hrs. cr.**  
**Technical Mathematics**  
Integrated study of algebra, geometry, and trigonometry for technical majors. Applications from various fields of technology. Prerequisite: One year of high school algebra and a score of 19 or above on the ACT Mathematics Section, or one year of high school algebra and a satisfactory score on the Mathematics Placement Test, or Math 020 with a grade of "C" or better.

**Math 119 (F, S) 3 hrs. cr.**  
**Mathematics for Elementary Teachers I**  
The real number system and its subsystems, relations and functions, numeration systems. Prerequisite: One year of high school algebra and one of the following: a) Math 030 with a grade of "C" or better, b) a score of 22 or above on the ACT Mathematics Section, or c) a qualifying score on the departmental placement exam. (Will not meet the Core Curriculum mathematics requirements for nonelementary education majors.)

**Math 120 (F, S) 3 hrs. cr.**  
**Math for Elementary Teachers II**  
A continuation of Math 119. Sets of points, metric and non-metric geometry, probability. Recommended for prospective elementary teachers. Prerequisite: Math 119 with a grade of "C" or better or permission of department.

**Math 125 (F, S) 3 hrs. cr.**  
**Contemporary Mathematics**  
College mathematics with an introduction to various areas of mathematics, such as geometry, statistics, set theory, algebra, linear programming and other topics. Satisfies the requirement in mathematics for the Core Curriculum. Prerequisite: (a) Math 030 with a grade of "C" or better, (b) a score of 22 or above on the ACT Mathematics Section, or (c) a qualifying score on the departmental placement exam.

**Math 130 (F, S) 3 hrs. cr.**  
**College Algebra**  
Functions and their graphs; polynomial, rational, exponential, and logarithmic functions; systems of equations; the binomial theorem. Prerequisite: Two units of high school algebra, one unit of high school geometry and a score of 22 or above on the ACT Mathematics Section, or Math 030 with grade of "C" or better.

**Math 131 (F, S) 3 hrs. cr.**  
**Finite Mathematics**  
Finite mathematics with algebra that is designed for business, social science, and computer science students. Set theory, functions, matrices, linear programming, probability and statistics, with applications. Prerequisite: Two units of high school algebra and a score of 22 or above on the ACT Mathematics Section or Math 030 with a grade of "C" or better.

**Math 135 (F, S) 3 hrs. cr.**  
**Trigonometry**  
Trigonometric functions, inverses, and their graphs; trigonometric identities and equations; solution of the general triangle; complex numbers. Prerequisite: Two units of high school algebra, one unit high school geometry and a score of 22 or above on the ACT Mathematics Section or Math 030 with grade of "C" or better.

**Math 140 (F, S) 5 hrs. cr.**  
**Algebra and Trigonometry**  
Equivalent of Math 130 and Math 135. Prerequisite: Two units of high school algebra, one unit of high school geometry and a score of 22 or above on the ACT Mathematics Section, or Math 030 with a grade of "C" or better. Only two hours credit for students with Math 135 or Math 130 credit. No credit for students with credit for Math 130 and Math 135.

**Math 150 (F, S) 5 hrs. cr.**  
**Calculus with Analytic Geometry I**  
Differentiation and integration of algebraic functions and plane analytic geometry using vectors. Prerequisite: One of the following (a) Math 140 with a grade of "C" or better (b) A score of 27 or higher on the ACT Mathematics Section and a qualifying score on the Mathematics Placement Test.

**Math 250 (F, S) 5 hrs. cr.**  
**Calculus with Analytic Geometry II**  
Differentiation and integration of transcendental functions and trigonometric functions, polar coordinates, theory of limits and continuity, parametric equations. Applications to physical problems. Prerequisite: Math 150 with a grade of "C" or better.

**Math 260 (F, S) 5 hrs. cr.**  
**Calculus with Analytic Geometry III**  
Solid analytic geometry, indeterminate forms, infinite series, partial differentiation, and multiple integrals. Prerequisite: Math 250 with a grade of "C" or better.

**Math 300 (S) 3 hrs. cr.**  
**Fundamentals of Mathematical Thought**  
Introduction to modern algebra, analysis, and proofs; sets, logic, predicate calculus, relations, functions, logical development of number

systems, cardinality, and divisibility. Prerequisite or corequisite: Math 260 with a grade of "C" or better.

**Math 302 (Demand) 3 hrs. cr.**  
**Applied Calculus**

Calculus applications of differentiation and integration in business, social sciences, life sciences, and technical careers. Prerequisite: Math 130 or Math 131 with a grade of "C" or better or two years high school algebra and qualifying score on the Mathematics Placement Test. Will not count toward a major or minor in mathematics.

**Math 310 (Demand) 3 hrs. cr.**  
**Elementary Statistics**

Provides a basic statistical background for the various majors for advanced study in their specialties. Topics include data reduction, measures of central tendency, linear regression, correlation, and hypothesis testing, with applications to social, managerial, biological, and physical sciences. Prerequisite: Two years high school algebra or Math 130 with a grade of "C" or better. Will not count toward a major in mathematics.

**Math 312 3 hrs. cr.**  
**Problems of Teaching Arithmetic in the Elementary Schools**

(See Educ 312 for description.) Will not count toward a major in mathematics.

**Math 315 (Demand) 3 hrs. cr.**  
**Algebraic Structures for Teachers**

An introduction to modern algebra: Sets, relations and functions, groups, rings, integral domains, and fields. The course will emphasize activities that incorporate these topics in the middle school/junior high mathematics curriculum. Will not count toward a major in mathematics. Prerequisite: Math 150 with a grade of "C" or better.

**Math 322 (S) 3 hrs. cr.**  
**Differential Equations**

Ordinary differential equations of first and second order, linear equations with constant coefficients, Laplace transforms, power series solutions, numerical solutions, with applications. Prerequisite: Math 260 with a grade of "C" or better.

**Math 330 (F, Odd) 3 hrs. cr.**  
**History of Math (Writing Intensive)**

A multicultural approach to the history of mathematics from the beginnings to the discovery of Calculus. A study of the people and ideas that have shaped events in mathematics history. Historical and contemporary problems that reinforce ideas and methods of the past and present. Construction of a world map depicting important times and places in history. Prerequisite: Math 250 with a grade of "C" or better.

**Math 332 (F, Even) 3 hrs. cr.**  
**Geometry**

Geometric theory from a modern axiomatic viewpoint. Includes an introduction to finite, projective, Euclidean and non-Euclidean geometries. Prerequisite: Math 250 with a grade of "C" or better.

**Math 339 (S) 3 hrs. cr.**  
**Teaching Mathematics in Secondary Schools**

Introduction to the instructional planning, materials, and methods of teaching mathematics in the secondary schools. Includes brief survey of the history of algebra and trigonometry. Part of the Professional Semester. Will not count toward a major in mathematics.

**Math 342 (F, Odd) 3 hrs. cr.**  
**Abstract Algebra**

Number theory, equivalence and congruence, theory of groups, rings, ideals, integral domains and fields. Prerequisite: Math 300 with a grade of "C" or better.

**Math 350 (S, Even) 3 hrs. cr.**  
**Introduction to Numerical Analysis**

Error analysis, solution of polynomial and transcendental equations, collocation polynomials, matrix methods, numerical differentiation and

integration. Prerequisite: Math 250 with a grade of "C" or better and CIS 110 or higher with a grade of "C" or better.

**Math 351 (F, Even) 3 hrs. cr.**  
**Linear Algebra**

Algebra of linear equations and matrices, vector spaces, linear mappings and transformations, determinants, bilinear and quadratic forms, linear functionals, vector inner products and cross products. Prerequisite: Math 300 with a grade of "C" or better.

**Math 361 (F) 3 hrs. cr.**  
**Probability and Statistics I**

Theory of probability using concepts and methods of calculus. A study of discrete and continuous distributions. The central limit theorem. Prerequisite: Math 260 with a grade of "C" or better.

**Math 371 (F, Odd) 3 hrs. cr.**  
**Introduction to Operations Research (Writing Intensive)**

Operations research/management science for computer science and mathematics students. Includes linear programming, project scheduling, Markov chains, queuing theory. Prerequisite: Math 260 with a grade of "C" or better and computer programming ability.

**Math 375 (Demand) 1 hr. cr.**  
**Seminar in Advanced Problem Solving**

Techniques, strategies, and reasoning tools useful for solving sophisticated mathematical problems from various areas and combinations of areas of mathematics. Prerequisite: Math 300 with a grade of "C" or better.

**Math 421 (S, Odd) 3 hrs. cr.**  
**Introduction to Advanced Calculus**

Methods of real analysis, basic topology of real numbers, sequences and series, the derivative and the Riemann integral. Prerequisite: Math 300 with a grade of "C" or better.

**Math 452 (F, Even) 3 hrs. cr.**  
**Mathematical Models (Writing Intensive)**

Applying mathematics in formulating and analyzing models for real world problems. Topics include game theory, graph models, deterministic and stochastic models, and computer simulation. Prerequisite: Math 260 with a grade of "C" or better and CIS 110 or higher with a grade of "C" or better.

**Math 462 (S, Even) 3 hrs. cr.**  
**Probability and Statistics II**

Distributions of discrete and continuous random variables, sampling distributions and estimation of parameters. Investigation of the techniques of hypothesis testing, correlation, and regression. Prerequisite: Math 361 with a grade of "C" or better.

**Math 485 (S) 3 hrs. cr.**  
**Topics in Mathematics**

Advanced topics in mathematics. Each year a topic will be chosen from Complex Variables, Number Theory, Partial Differential Equations, Discrete Mathematics, Topology, and Numerical Analysis, with the possibility of additional topics subject to demand. Prerequisite: Math 260 with a grade of "C" or better, with additional prerequisites depending on the topic.

**Math 498 (Demand) 1-3 hrs. cr.**  
**Advanced Topics in Mathematics**

Designed to give advanced instruction in some area of mathematics not covered in other courses. For upper division majors. Prerequisites to be determined by the department.

**Math 499 (Demand) 1-3 hrs. cr.**  
**Independent Study**

Course structured by the adviser with approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a grade point average of 3.0. Students must make application several weeks in advance. Registration must be approved by the adviser, department head, and school dean. See department head for details.

# MUSIC

Music Building 214, 417.625.9318

**Faculty** Wise - Head, Carmine, Clark, Hukill, Kushner, Liu, Macomber, Raymond, Smith, Thelen

The Department of Music offers a Bachelor of Arts degree and a Bachelor of Science in Education degree with a major in Music. Each degree prepares graduates for performance, studio teaching, and/or continued study toward an advanced degree. In addition, the Bachelor of Science in Education degree prepares graduates for teaching in public education.

Core Curriculum requirements for one course in Area 2, Humanities and Fine Arts, are fulfilled by Mus 110 Music Appreciation.

## Bachelor of Arts with a Major in Music

	Semester Hours
<b>Core Requirements (p. 32)</b> .....	<b>51</b>
<b>Computer Literacy Requirement -</b>	
<b>determined by Music Department</b> .....	<b>2-3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Music Requirements</b> .....	<b>65</b>
Mus 111 Music Theory .....	4
Mus 112 Music Theory* .....	4
Mus 182 Conducting Techniques* .....	2
Mus 211 Music Theory* .....	3
Mus 212 Music Theory* .....	3
Mus 240 Recital Attendance (8 semesters) .....	Cr.
Mus 311 History of Music* .....	3
Mus 312 History of Music* .....	3
Mus 420 Form and Analysis* .....	3
Mus 433 Instr & Vocal Arranging* .....	4
Mus 443 Advanced Choral Conducting* ***** .....	2
Mus 444 Advanced Instrumental Conducting* ***** .....	2
Mus 450 Senior Recital* .....	Cr.
Large Music Ensemble (8 semesters)*** .....	8
Private study in one area (8 semesters) .....	16
Applied keyboard elective (Except keyboard majors) ..	8
(Keyboard majors must take 8 semester hours of music	
electives in lieu of the applied keyboard elective.)	<b>130-131**</b>

\*See Prerequisites

\*\*Must include at least 40 upper division (300 - 400 level) hours.

\*\*\*Must be taken the last eight semesters of residency.

\*\*\*\*Voice majors may substitute with Mus 309 Choral Techniques.

\*\*\*\*\*Instrumental majors may substitute with Mus 413 Instrumental Music Methods.

## Bachelor of Science in Education with a Major in Music

Grades Pre K-12 Certification

Plan B

Single Teaching Field

Option 1

Instrumental Emphasis

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>48</b>
<b>Music Requirements</b> .....	<b>64</b>
Mus 111 Music Theory .....	4
Mus 112 Music Theory** .....	4
Mus 182 Conducting Techniques** .....	2
Mus 211 Music Theory** .....	3
Mus 212 Music Theory** .....	3
Mus 231 String Techniques .....	1
Mus 232 Brass Techniques .....	1
Mus 233 Percussion Techniques ( <i>Not open to</i>	
<i>percussion majors. Percussion majors must</i>	
<i>substitute a 2nd semester of Mus 232 or 234.)</i> ..	1
Mus 234 Woodwind Techniques .....	1
Mus 240 Recital Attendance (7 semesters) .....	Cr.
Mus 311 History of Music** .....	3
Mus 312 History of Music** .....	3
Mus 333 Music for the Elementary Grades*** .....	2
Mus 411 Marching Band Methods** .....	2
Mus 413 Instrumental Music Methods .....	2
Mus 420 Form and Analysis** .....	3
Mus 433 Instrumental & Vocal Arranging** .....	4
Mus 444 Advanced Instrumental Conducting** .....	2
Mus 450 Senior Recital** .....	Cr.
Mus Piano/Wind Instrument**** .....	2

\*\*\*\*(a) Instrumental Major, other than piano: two semester hours of piano study or the equivalent (Class piano may be included).

(b) Keyboard Major: two semester hours of private study on a wind instrument or the equivalent.

Private study as a major in one area (7 semesters) .. 14

Large Ensemble (7 semesters)\*\*\*\*\* .....

Brass, Woodwind or Percussion Major: the seven semesters of large ensemble must be in band.

String Major: the seven semesters of large ensemble may be in band or choir.

**Education Certification Requirements (p. 167) ... 39-42**  
**151-154**

\*The required course in psychology satisfies both certification requirements and three hours of Core Curriculum, Area 3C.

\*\*See Prerequisites

\*\*\*Must be completed prior to the Professional Semester of supervised teaching.

\*\*\*\*\*Must be taken the seven semesters immediately prior to the student teaching semester.

**Bachelor of Science in Education  
with a Major in Music**

**Grades Pre K-12 Certification**  
**Plan B                      Single Teaching Field**  
**Option II   Vocal Emphasis**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>48</b>
<b>Music Requirements</b> .....	<b>64</b>
Mus 111    Music Theory .....	4
Mus 112    Music Theory** .....	4
Mus 182    Conducting Techniques** .....	2
Mus 211    Music Theory** .....	3
Mus 212    Music Theory** .....	3
Mus 240    Recital Attendance (7 semesters) .....	Cr.
Mus 309    Choral Techniques .....	2
Mus 311    History of Music** .....	3
Mus 312    History of Music** .....	3
Mus 333    Music for the Elementary Grades*** .....	2
Mus 409    Choral Literature .....	2
Mus 420    Form and Analysis** .....	3
Mus 433    Inst. & Vocal Arranging** .....	4
Mus 443    Advanced Choral Conducting* .....	2
Mus 450    Senior Recital** .....	Cr.
Mus        Piano/Voice**** .....	6

\*\*\*\*(a) Keyboard Major: six semester hours of private voice study or the equivalent.

(b) Voice Major: six semester hours of piano study or the equivalent (two semesters of private study following the satisfactory completion of four semesters of Mus 113).

Private study as a major in one area (7 semesters) . . . 14

Concert Chorale (7 semesters)\*\*\*\*\* .....

**Education Certification Requirements (p. 189) . . . 39-42**  
**151-154**

\*The required course in psychology satisfies both certification requirements and three hours of Core Curriculum.

\*\*See Prerequisites

\*\*\*Must be completed prior to the Professional Semester of supervised teaching.

\*\*\*\*\*Must be taken the seven semesters immediately prior to the student teaching semester.

**Bachelor of Science in Education  
with a Major in Music**

**Grades Pre K-12 Certification**  
**Plan B                      Single Teaching Field**  
**Option III                Double Certification**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>48</b>
<b>Music Requirements</b> .....	<b>81</b>
All of the requirements listed for Option I and Option II, either (a) or (b), with the exception of the applied major requirement. ....	86
Private study as an applied major in one primary area (7 semesters) .....	14

Private study as an applied elective in one secondary area (4 semesters) .....

A proficiency test in the secondary major area must be passed before graduation.

A senior recital will be required only in the primary applied area.

**Education Certification Requirements (p. 189) . . . 39-42**  
**168-171**

\*The required course in psychology satisfies both certification requirements and 3 hours of Core Curriculum.

**Minor in Music**

	Semester Hours
Mus 111    Music Theory .....	4
Mus 112    Music Theory .....	4
Large Ensemble. ....	4
Applied Music Elective (2 Semesters) .....	2
Music Electives* .....	7

**21**

\*Must be made with prior approval of music adviser, 6 must be upper division.

**Suggested Order of Study**

**Bachelor of Arts**

Major Code 1005

**Music Major**

**Freshman Year**

**1st Semester**

Course	Hours
Mus 111                      Music Theory	4
Mus                          Applied Music Major	2
Mus 240                      Recital Attendance	Cr
Mus                          Applied Piano or Music Elective	1-2
Mus                          Large Ensemble	1
CORE                        [Eng 101 Comp I]	3
CORE                        [Mus 110 Music Apprec]	3
Psy 120                      College Orientation	1
	<b>15-16</b>

**2nd Semester**

Mus 112                      Music Theory	4
Mus                          Applied Music Major	2
Mus 240                      Recital Attendance	Cr
Mus                          Applied Piano or Music Elective	1-2
Mus                          Large Ensemble	1
CORE                        [Eng 102 Comp II]	3
CORE                        [Math 125 Contemporary Math]	3
	<b>14-15</b>

**Sophomore Year**

**1st Semester**

Mus 211                      Music Theory	3
Mus                          Applied Music Major	2
Mus 240                      Recital Attendance	Cr
Mus                          Applied Piano or Music Elective	1-2
Mus                          Large Ensemble	1
CORE                        [Kine 103 Lifetime Wellness]	2
CORE                        [Kine 101 Physical Activity]	1
CORE                        [Hist 110 U.S. History]	3
CORE                        [Econ 180 Amer Econ Sys]	3
	<b>16-17</b>

# 122 / Music

## 2nd Semester

Mus 182	Conducting Tech	2
Mus 212	Music Theory	3
Mus	Applied Music Major	2
Mus 240	Recital Attendance	Cr
Mus	Applied Piano or Music Elective	1-2
Mus	Large Ensemble	1
CORE	[Hist 120 U.S. History]	3
CORE	[Bio 101 General Biology]	4
CORE	[Psy 100 Gen Psychology]	3
		<b>19-20</b>

## Junior Year

### 1st Semester

Mus 420	Form, Analysis	3
Mus	Applied Music Major	2
Mus 444	Advanced Instrumental Conducting	2
Mus 240	Recital Attendance	Cr
Mus	Applied Piano or Music Elective	1-2
Mus	Large Ensemble	1
CORE	[Comm 100 Oral Communication]	3
Foreign Language		3
		<b>15-16</b>

### 2nd Semester

Mus 443	Advanced Choral Conducting	2
Mus	Applied Music Major	2
Mus 240	Recital Attendance	Cr
Mus	Applied Piano or Music Elective	1-2
Mus	Large Ensemble	1
CORE	[Art 110 or Th 110]	3
Foreign Language		3
CORE	[Eng 281 or 282 Lit]	3
		<b>15-16</b>

## Senior Year

### 1st Semester

Mus 311	History of Music	3
Mus	Applied Music Major	2
Mus 240	Recital Attendance	Cr
Mus	Applied Piano or Music Elective	1-2
Mus	Large Ensemble	1
CORE	[Phys 100 Fund of Phys Sci]	5
Foreign Language		3
Mus 433	Instrumental/Vocal Arranging	4
		<b>19-20</b>

### 2nd Semester

Mus 312	History of Music	3
Mus	Applied Music Major	2
Mus 240	Recital Attendance	Cr
Mus 450	Senior Recital	Cr
Mus	Large Ensemble	1
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
Educ 301	Use/Comp Software in Class (or computer course approved by Music Department)	3
CORE	[Anth 342 Comparative Cultures]	3
Foreign Language		3
		<b>18</b>

[Department Recommendations]

## Bachelor of Science in Education

Major Code 9032

### Music Major

(Plan B) Single Teaching Field

Grades Pre K-12 Certification

Keyboard Major with Vocal Emphasis

## Freshman Year

### 1st Semester

Course		Hours
Mus 111	Music Theory	4
Mus 227	Applied Music-Major Piano	1
Mus 121	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 101 Comp I]	3
Psy 120	College Orientation	1
CORE	[Mus 110 Music Apprec]	3
Educ 100	Orientation to Education I	1
		<b>16</b>

### 2nd Semester

Mus 112	Music Theory	4
Mus 228	Applied Music Major Piano	2
Mus 166	Applied Music Voice	1
Mus 122	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 102 Comp II]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[Art 110 or TH 110]	3
		<b>20</b>

## Sophomore Year

### 1st Semester

Take C-Base test.

Mus 310	Choral Techniques	2
Mus 211	Music Theory	3
Mus 227	Applied Music Major Piano	2
Mus 165	Applied Music Voice	1
Mus 122	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
CORE	[Eng 281 or 282 Lit]	3
Educ 200	Orientation to Education II	1
Educ 302	Exceptional Child	2
CORE	[Hist 110 U.S. History]	3
		<b>21</b>

### 2nd Semester

Apply for admission to teacher education.

Mus 182	Conducting Tech	2
Mus 212	Music Theory	3
Mus 228	Applied Music Major Piano	2
Mus 166	Applied Music Voice	1
Mus 121	Concert Chorale	1
Mus 240	Recital Attendance	Cr
Mus 409	Choral Literature	2
CORE	[Comm 100 Oral Communication]	3
CORE	[Bio 101 General Biology]	4
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
		<b>21</b>

## Junior Year

### 1st Semester

Pass media competencies.

Mus 311	History of Music	3
Mus 420	Form & Analysis	3
Mus 427	Applied Music Major Piano	2
Mus 365	Applied Music Voice	1
Mus 321	Concert Chorale	1
Mus 240	Recital Attendance	Cr

Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
		<b>18</b>

**2nd Semester**

Mus 443	Advanced Choral Conducting	2
Mus 312	History of Music	3
Mus 428	Applied Music Major Piano	2
Mus 366	Applied Music Voice	1
Mus 322	Concert Chorale	1
Mus 240	Recital Attendance	Cr
Mus 333	Music in Elem Grades	2
CORE	[Anth 342 Comp Cultures]	3
CORE	[Hist 320 U.S. History]	3
Psy 305	Child/Adolescent Development	4
		<b>21</b>

**Senior Year**

**1st Semester**

*Apply for admission to Student Teaching. All course work must be completed except Professional Semester courses.*

Mus 321	Concert Chorale	1
Mus 427	Applied Music Major Piano	2
Mus 450	Senior Recital	Cr
Mus 240	Recital Attendance	Cr
Psy 310	Educational Psychology	2
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 301	Use of Computer Software Classroom	3
Educ 422	Teaching Reading in Sec Sch	2
Mus 433	Instrumental/Vocal Arranging	4
		<b>19</b>

**2nd Semester**

Mus 335	Teaching Music in Sec School	2
Educ 402	Foundations of Education	2
Educ 432	Critical Issues in Education	2
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling (3)	
OR		
Psy 412	Measurements & Evaluations (2)	2-3
Educ 464	Student Teaching	8
		<b>16-17</b>

[Department Recommendations]

**Bachelor of Science in Education**

Major Code 9034

**Music Major**

**Grades Pre K-12 Certification**

**(Plan B) Single Teaching Field**

**Keyboard Major with Instrumental Emphasis**

**Freshman Year**

**1st Semester**

Course		Hours
Mus 111	Music Theory	4
Mus 227	Applied Music Major Piano	2
Mus 191	Marching Band	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 101 Comp I]	3
Psy 120	College Orientation	1
CORE	[Mus 110 Music Apprec]	3
Psy 100	General Psychology	3
Educ 100	Orientation to Education I	1
		<b>18</b>

**2nd Semester**

Mus 112	Music Theory	4
Mus 228	Applied Music Major Piano	2

Mus 192	Concert Band	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 102 Comp II]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 Contemporary Math]	3
CORE	[Econ 180 Amer Econ Sys]	3
		<b>19</b>

**Sophomore Year**

**1st Semester**

*Take C-Base test.*

Mus 232/234	Brass/Woodwind Tech	1
Mus 211	Music Theory	3
Mus 227	Applied Music Major Piano	2
Mus 240	Recital Attendance	Cr
CORE	[Hist 110 U.S. History]	3
Educ 200	Orientation to Educ II	1
Educ 302	Exceptional Child	2
Mus 191	Marching Band	1
Psy 305	Child/Adolescent Development	4
		<b>17</b>

**2nd Semester**

*Apply for admission to teacher education.*

Mus 231/233	String/Percussion Techniques	1
Mus 182	Conducting Techniques	2
Mus 212	Music Theory	3
Mus 228	Applied Music Major Piano	2
Mus 192	Concert Band	1
Mus 240	Recital Attendance	Cr
CORE	[Hist 120 U.S. History]	3
CORE	[Bio 101 General Biology]	4
CORE	[Comm 100 Oral Communication]	3
CORE	[Eng 281 or 282 Literature]	3
		<b>22</b>

**Junior Year**

**1st Semester**

*Pass media competencies.*

Mus 232/234	Brass/Woodwind Techniques	1
Mus 411	Marching Band Methods	2
Mus 444	Advanced Instrumental Conducting	2
Mus	Applied Mus Woodwind/Brass	1
Mus 311	History of Music	3
Mus 420	Form & Analysis	3
Mus 427	Applied Music Major Piano	2
Mus 391	Marching Band	1
Mus 240	Recital Attendance	Cr
Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
		<b>23</b>

**2nd Semester**

Mus 231/233	String/Percussion Techniques	1
Mus	App Mus Woodwind/Brass	1
Mus 312	History of Music	3
Mus 428	Applied Music Major Piano	2
Mus 392	Concert Band	1
Mus 240	Recital Attendance	Cr
Mus 333	Music in Elementary Grades	2
CORE	[Psc 120 Gov't: U.S./Sta/Loc]	3
CORE	[Art 110 or Th 110]	3
CORE	[Anth 342 Comparative Cultures]	3
		<b>19</b>

**Senior Year**

**1st Semester**

*Apply for admission to student teaching. All course work must be completed except Professional Semester courses.*

Mus 391	Marching Band	1
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Mus 413	Instrumental Music Methods	2
Mus 427	Applied Music Major Piano	2
Mus 450	Senior Recital	Cr
Mus 240	Recital Attendance	Cr
Psy 310	Educational Psychology	2
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 301	Use of Comp Sftwr in Clsrm (or computer course approved by Music department)	3
Educ 422	Techniques of Reading	2
Mus 433	Instrumental/Vocal Arranging	4
		<b>21</b>

<b>2nd Semester</b>		
Mus 335	Teaching Music in Sec School	2
Educ 402	Foundations of Education	2
Educ 432	Critical Issues in Education	2
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling (3)	
OR		
Psy 412	Measurements & Evaluations (2)	2-3
Educ 464	Student Teaching	8
		<b>16-17</b>

[Department Recommendations]

## Bachelor of Science in Education

Major Code 9031

### Music Major

(Plan B) Single Teaching Field

Grades Pre K-12 Certification

### Vocal Major

#### Freshman Year

1st Semester		Hours
Course		
Mus 111	Music Theory	4
Mus 267	Applied Music Voice	2
Mus 113	Class Piano	1
Mus 121	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 101 Comp I]	3
Psy 120	College Orientation	1
CORE	[Mus 110 Music Apprec]	3
Educ 100	Orientation to Education I	1
		<b>16</b>

<b>2nd Semester</b>		
Mus 112	Music Theory	4
Mus 268	Applied Music Voice	2
Mus 113	Class Piano	1
Mus 122	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 102 Comp II]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 Contemporary Math]	3
CORE	[Art 110 or TH 110]	3
		<b>20</b>

#### Sophomore Year

1st Semester

Take C-Base Test.

Mus 310	Choral Techniques	2
Mus 113	Class Piano	1
Mus 211	Music Theory	3
Mus 267	Applied Music Voice	2
Mus 121	Concert Chorale	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 281 or 282 Literature]	3
Educ 200	Orientation to Education II	1
Educ 302	Exceptional Child	2
CORE	[Econ 180 Amer Econ Sys]	3

CORE	[Hist 110 U.S. History]	3
		<b>21</b>

#### 2nd Semester

Apply for admission to Teacher Education.

Mus 113	Class Piano	1
Mus 212	Music Theory	3
Mus 268	Applied Music Voice	2
Mus 122	Concert Chorale	1
Mus 182	Conducting Techniques	2
Mus 240	Recital Attendance	Cr
Mus 409	Choral Literature	2
CORE	[Bio 101 General Biology]	4
CORE	[Comm 100 Oral Communication]	3
Psy 100	General Psychology	3
		<b>21</b>

#### Junior Year

1st Semester

Pass media competencies.

Mus 311	History of Music	3
Mus 420	Form & Analysis	3
Mus 467	Applied Music Voice	2
Mus 325	Applied Music Keyboard	1
Mus 321	Concert Chorale	1
Mus 240	Recital Attendance	Cr
Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
CORE	[Anth 342 Comparative Cultures]	3
		<b>21</b>

#### 2nd Semester

Mus 312	History of Music	3
Mus 468	Applied Music Voice	2
Mus 326	Applied Music Keyboard	1
Mus 322	Concert Chorale	1
Mus 240	Recital Attendance	Cr
Mus 333	Music in Elementary Grades	2
Mus 443	Advanced Choral Conducting	2
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
Psy 305	Child/Adolescent Development	4
CORE	[Hist 320 U.S. History]	3
		<b>21</b>

#### Senior Year

1st Semester

Apply for student teaching. All courses must be completed except for Professional Semester.

Mus 321	Concert Chorale	1
Mus 467	Applied Music Voice	2
Mus 450	Senior Recital	Cr
Mus 240	Recital Attendance	Cr
Mus 433	Instrumental/Vocal Arranging	4
CORE	[Phys 100 Fund of Phys Sci]	5
Educ 301	Use of Computer Software/Classroom	3
Educ 422	Teaching Reading in Sec Sch	2
Psy 310	Education Psychology	2
		<b>19</b>

#### 2nd Semester

Mus 335	Teaching Music in Sec School	2
Educ 402	Foundations of Education	2
Educ 432	Critical Issues in Education	2
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling (3)	
OR		
Psy 412	Measurements & Evaluations (2)	2-3
Educ 464	Student Teaching	8
		<b>16-17</b>

[Department Recommendations]

**Bachelor of Science in Education**

Major Code 9030

**Music Major**

**Grades Pre K-12 Certification**

**(Plan B) Single Teaching Field Instrumental Major**

**Freshman Year**

**1st Semester**

Course		Hours
Mus 111	Music Theory	4
Mus	Applied Music Major	2
Mus 113	Class Piano	1
Mus 191	Marching Band	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 101 Comp I]	3
Psy 120	College Orientation	1
CORE	[Mus 110 Music Apprec]	3
Psy 100	General Psychology	3
Educ 100	Orientation to Education I	1
		<b>19</b>

**2nd Semester**

Mus 112	Music Theory	4
Mus	Applied Music Major	2
Mus 113	Class Piano	1
Mus 192	Concert Band	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 102 Comp II]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 Contemporary Math]	3
CORE	[Art 110 or TH 110]	3
		<b>20</b>

**Sophomore Year**

**1st Semester**

*Take C-Base test.*

Mus 113	Class Piano	1
Mus 211	Music Theory	3
Mus	Applied Music Major	2
Mus 191	Marching Band	1
Mus 232/234	Brass/Woodwind Tech	1
Mus 240	Recital Attendance	Cr
CORE	[Eng 281 or 282 Literature]	3
Educ 200	Orientation to Education II	1
Educ 302	Exceptional Child	2
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[Comm 100 Oral Communication]	3
		<b>20</b>

**2nd Semester**

*Apply for admission to Teacher Education.*

Mus 113	Class Piano	1
Mus 182	Conducting Techniques	2
Mus 212	Music Theory	3
Mus	Applied Music Major	2
Mus 231/233	String/Percussion Tech	1
Mus 192	Concert Band	1
Mus 240	Recital Attendance	Cr
CORE	[Hist 110 U.S. History]	3
CORE	[Bio 101 General Biology]	4
Psy 305	Child/Adolescent Development	4
		<b>21</b>

**Junior Year**

**1st Semester**

*Pass Media Competencies.*

Mus 232/234	Brass/Woodwind Techniques	1
Mus 311	History of Music	3
Mus 420	Form & Analysis	3
Mus	Applied Music Major	2
Mus 411	Marching Band Methods	2

Mus 391	Marching Band	1
Mus 240	Recital Attendance	Cr
Mus 444	Advanced Instrumental Conducting	2
Educ 329	Ped Theory, Methods & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
		<b>22</b>

**2nd Semester**

Mus 231/233	String/Percussion Techniques	1
Mus 312	History of Music	3
Mus	Applied Music Major	2
Mus 392	Concert Band	1
Mus 240	Recital Attendance	Cr
Mus 333	Music in Elementary Grades	2
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Anth 342 Comparative Cultures]	3
Educ 422	Teaching Reading in Sec Sch	2
		<b>17</b>

**Senior Year**

**1st Semester**

*Apply for admission to student teaching. All course work must be completed except Professional Semester courses.*

Mus 391	Marching Band	1
Mus 413	Instrumental Music Methods	2
Mus	Applied Music Major	2
Mus 450	Senior Recital	Cr
Mus 240	Recital Attendance	Cr
Mus 433	Instrumental/Vocal Arranging	4
Psy 310	Educational Psychology	2
CORE	[Phys 100 Fund Phys Sci]	5
Educ 301	Use of Computer Software/Classroom	3
CORE	[Hist 320 U.S. History]	3
		<b>22</b>

**2nd Semester**

Mus 335	Teaching Music in Sec Sch	2
Educ 402	Foundations of Education	2
Educ 432	Critical Issues in Education	2
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling (3)	
OR		
Psy 412	Measurements & Evaluations (2)	2-3
Educ 464	Student Teaching	8
		<b>16-17</b>

[Department Recommendations]

**For additional information contact:**

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FAX: 417.625.3030  
Email: wise-p@mssu.edu

## Course Descriptions

Mus 102, 302, 202, 402 (S) 1 hr. cr.

**Opera or Musical Theatre Performance**

Performance of a role along with active participation in the different areas of staging the musical or opera. Credit is applied after departmental evaluation and approval at the end of the semester. (Students

may not receive credit from both the theatre department and music department for the same production.)

Mus 110 (F, S) 3 hrs. cr.  
**Music Appreciation**  
 Designed to give the non-music major an insight into musical masterpieces from all eras of music literature.

Mus 111 (F) 4 hrs. cr.  
**Music Theory**  
 Basic fundamentals of music with initiation of harmonic analysis and partwriting. Basic course for music majors; others by consent of instructor.

Mus 112 (S) 4 hrs. cr.  
**Music Theory**  
 Sequential course in written harmony, including inversion, seventh chords and non-harmonic tones. Prerequisite: Mus 111.

Mus 113 (F, S) 1 hr. cr.  
**Class Piano**  
 Reading skills, fundamental piano technique, basic musicianship and elementary repertoire. Material studied varies in accordance with educational purpose.

Mus 121, 321, 122, 322 (F, S) 1 hr. cr.  
**Concert Chorale**  
 Open to all university students. Preparation and performance of great choral works. Prerequisite: Permission of instructor. Each class may be repeated four times for credit.

Mus 133 (Demand) 2 hrs. cr.  
**Opera**  
 History, production, and performance of one act operas, operatic excerpts, musicals, and light opera. Academic concentration the first six weeks on opera history and opera production with the last 10 weeks focusing upon the particular opera selected for production the spring semester of that year.

Mus 141, 341, 142, 342 (F, S) 1 hr. cr.  
**Jazz Orchestra**  
 A jazz ensemble open to all students who are qualified instrumentalists. The Jazz Orchestra will prepare and present several concerts during the year, while dealing primarily with music of the jazz idiom. Prerequisite: Permission of instructor. Each class may be repeated four times for credit. Corequisite: Mus 191, 391, 192 or 392.

Mus 161, 361, 162, 362 (F, S) 1 hr. cr.  
**Southern Exposure**  
 Small select ensemble. Performs all literature from madrigal to modern music, written for small vocal ensemble. Prerequisite: Audition. Each class may be repeated four times for credit. Corequisite: Mus 121, 122, 321 or 322.

Mus 171, 371; Mus 172, 372 (F, S)(Demand) 1 hr. cr.  
**Brass Choir**  
 Open to all students with band instrument experience. Performance of literature for brass ensemble. Each class may be repeated four times for credit.

Mus 182 (S) 2 hrs. cr.  
**Conducting Techniques**  
 Baton technique, factors in interpretation, score reading and rehearsal procedures for instrumental and vocal organizations. Included is experience conducting live rehearsals. Prerequisite: Mus 211.

Mus 183, 184, 383, 384 (F, S)(Demand) 1 hr. cr.  
**Percussion Ensemble**  
 Select chamber ensemble open to percussion majors and other qualified percussionists. Includes the study and performance of a cross-section of literature for percussion ensemble to include classical, popular, and ethnic styles. Prerequisite: Permission of instructor. Each class may be repeated four times for credit.

Mus 191, 391 (F) 1 hr. cr.  
**Marching Band**  
 Open to all qualified students with high school band experience. A study and practice of the fundamentals of drill and presentation of musical marching maneuvers. Prerequisite: Permission of instructor. Each class may be repeated four times for credit.

Mus 192, 392 (S) 1 hr. cr.  
**Concert Band**  
 Open to all qualified students with band instrument experience. Rehearsal and public performances of composite repertoire. Prerequisite: Permission of instructor. Each class may be repeated four times for credit.

Mus 211 (F) 3 hrs. cr.  
**Music Theory**  
 Secondary dominant functions, augmented sixth chords, advanced chromatic and enharmonic modulation, introduction to contemporary styles, and short original compositions. Prerequisite: Mus 112.

Mus 212 (S) 3 hrs. cr.  
**Music Theory**  
 A study of selected contemporary styles: pan-triadie, bitonal and poly-chordal, quartal harmony, pandiatonicism, serial techniques and short original compositions. Prerequisite: Mus 211.

Mus 215 (Demand) 2 hrs. cr.  
**Vocal Pedagogy**  
 An introduction to the science and teaching of singing. Emphasis is placed upon the study of the physiology and anatomy, breathing and phonation, and acoustics of the vocal instrument as well as the pedagogical approaches to training the singing voice.

Mus 219 (Demand) 2 hrs. cr.  
**Vocal Diction and Literature**  
 Applied voice students receive instruction in the correct pronunciation of English, Italian, French, German, and Ecclesiastical Latin as used in the study of vocal literature.

Mus 231 (S) 1 hr. cr.  
**String Techniques**  
 Class instruction in the string instruments, including a study of methods and materials to be used in the teaching of beginning students.

Mus 232 (F) 1 hr. cr.  
**Brass Techniques**  
 Class instruction in the brass instruments, including a study of methods and materials to be used in the teaching of beginning students.

Mus 233 (S) 1 hr. cr.  
**Percussion Techniques** (Not open to percussion majors)  
 Class instruction in the percussion instruments, including a study of methods and materials to be used in the teaching of beginning students.

Mus 234 (F) 1 hr. cr.  
**Woodwind Techniques**  
 Class instruction in the woodwind instruments, including a study of methods and materials to be used in the teaching of beginning students.

Mus 240 (F, S) 0 hrs. cr.  
**Recital Attendance**  
 Attendance at designated afternoon and evening recitals and concerts is required of all music majors each semester. Corequisite: Music major (major code of 0856, 0866, or 1005.)

Mus 243 (F) 3 hrs. cr.  
**Musical Theatre**  
 History, production, and performance of musical theatre. Academic concentration on scenes from musicals with emphasis on acting, music, and dance techniques needed for musical productions, and focus upon representative musicals from the past fifty years and more specifically on the particular musical selected for production in the spring semester of that school year. Course also offered under Th 243.

**Mus 298 (Demand)** 1-3 hrs. cr.  
**Topics in Music**  
 Study of special topics in music not included in another course. Prerequisite: Permission of instructor.

**Mus 309 (F)** 2 hrs. cr.  
**Choral Techniques**  
 Designed to formulate principles for directing secondary and adult choral ensembles. Covers motivational techniques, including body language, verbal skills, understanding of the vocal mechanism and the function of rhythm in the musical phrase. Explores various organizational methods, rehearsal procedures, and teaching materials. Also includes conducting techniques conducive to encouraging proper vocal technique. Prerequisite: Mus 182.

**Mus 311 (F)** 3 hrs. cr.  
**History of Music**  
 General survey of history of music from Greek period to 18th century. Prerequisite: Mus 112.

**Mus 312 (S)** 3 hrs. cr.  
**History of Music**  
 From 18th century to the present. Score reading required. Prerequisite: Mus 112.

**Mus 332 (F, S)** 2 hrs. cr.  
**Music for the Elementary School**  
 Methods of teaching music in the elementary classroom and a study of materials to be used.

**Mus 333 (Demand)** 2 hrs. cr.  
**Music for the Elementary Grades**  
 Methods of teaching music in the elementary classroom and a study of materials to be used. Restricted to music majors and advanced music students. Prerequisite: Mus 112.

**Mus 409 (S)** 2 hrs. cr.  
**Choral Literature**  
 Study of choral and vocal chamber literature from the early Renaissance through the twentieth century. Concentrate on performance styles of various types of choral literature. Prerequisite: Mus 211.

**Mus 411 (F)** 2 hrs. cr.  
**Marching Band Methods**  
 Procedures needed in organization, promotion, equipping, rehearsing, and performance of a marching band including study of musical repertoire and charting of field maneuvers. For music majors; others by consent of instructor. Prerequisite: 2 semesters marching band. Corequisite: Mus 391.

**Mus 413 (F)** 2 cr. hrs.  
**Instrumental Music Methods**  
 Acquaints instrumental music education majors with the administration and supervision of the instrumental program through the high school level. Content includes curriculum, schedules, budget, instructional techniques, classroom management, public relations, philosophy, and psychology as they relate to instrumental music education. Prerequisite: Mus 182.

**Mus 420 (F)** 3 hrs. cr.  
**Form and Analysis**  
 Harmonic and formal analysis of composition from the Baroque Era through contemporary music. Prerequisite: Mus 212.

**Mus 433 (S)** 4 hrs. cr.  
**Instrumental and Vocal Arranging**  
 An in-depth study of wind, string, and percussion instruments. Scoring for various instrumental and vocal combinations. Prerequisite: Mus 211.

**Mus 443 (S)** 2 hrs. cr.  
**Advanced Choral Conducting**  
 Conducting techniques specifically related to choral music. Prerequisite: Mus 182

**Mus 444 (F)** 2 hrs. cr.  
**Advanced Instrumental Conducting Techniques**  
 Conducting skills, including irregular beat patterns, advance technical problems, and methods developed for solving them. Prerequisite: Mus 182.

**Mus 450 (F,S)** 0 hrs. cr.  
**Senior Recital**  
 A solo recital is required of all music majors. The recital is to be given within the last year of residency. Corequisite: Mus 417, 427, 437, 447, 467, 418, 428, 438, 448, 458, or 468.

**Mus 498 (Demand)** 1-3 hrs. cr.  
**Advanced Topics in Music**  
 For upper division music majors or related majors. Topics and methods not included in other courses. Permission of instructor is required.

**Mus 499 (Demand)** 1-3 hrs. cr.  
**Independent Study**  
 Designed for the individual who desires to explore a topic more completely than can be done in a regular course offering. Prerequisite: See "General Regulations" in the catalog.

**Applied Music Elective (Private Lessons)**  
 Private study in: Brass, Keyboard, Percussion, String, Woodwind, and Voice. All applied music offerings may be repeated twice for credit.

Mus 115	Applied Music Brass Elective	1 hr. cr.
Mus 125	Applied Music Keyboard Elective	1 hr. cr.
Mus 135	Applied Music Percussion Elective	1 hr. cr.
Mus 145	Applied Music String Elective	1 hr. cr.
Mus 155	Applied Music Woodwind Elective	1 hr. cr.
Mus 165	Applied Music Voice Elective	1 hr. cr.
Mus 116	Applied Music Brass Elective	1 hr. cr.
Mus 126	Applied Music Keyboard Elective	1 hr. cr.
Mus 136	Applied Music Percussion Elective	1 hr. cr.
Mus 146	Applied Music String Elective	1 hr. cr.
Mus 156	Applied Music Woodwind Elective	1 hr. cr.
Mus 166	Applied Music Voice Elective	1 hr. cr.
Mus 315	Applied Music Brass Elective	1 hr. cr.
Mus 325	Applied Music Keyboard Elective	1 hr. cr.
Mus 335	Applied Music Percussion Elective	1 hr. cr.
Mus 345	Applied Music String Elective	1 hr. cr.
Mus 355	Applied Music Woodwind Elective	1 hr. cr.
Mus 365	Applied Music Voice Elective	1 hr. cr.
Mus 316	Applied Music Brass Elective	1 hr. cr.
Mus 326	Applied Music Keyboard Elective	1 hr. cr.
Mus 336	Applied Music Percussion Elective	1 hr. cr.
Mus 346	Applied Music String Elective	1 hr. cr.
Mus 356	Applied Music Woodwind Elective	1 hr. cr.
Mus 366	Applied Music Voice Elective	1 hr. cr.
Mus 117	Applied Music Brass Elective	2 hrs. cr.
Mus 127	Applied Music Keyboard Elective	2 hrs. cr.
Mus 137	Applied Music Percussion Elec	2 hrs. cr.
Mus 147	Applied Music String Elective	2 hrs. cr.
Mus 157	Applied Music Woodwind Elective	2 hrs. cr.
Mus 167	Applied Music Voice Elective	2 hrs. cr.
Mus 118	Applied Music Brass Elective	2 hrs. cr.
Mus 128	Applied Music Keyboard Elective	2 hrs. cr.
Mus 138	Applied Music Percussion Elec	2 hrs. cr.
Mus 148	Applied Music String Elective	2 hrs. cr.
Mus 158	Applied Music Woodwind Elect	2 hrs. cr.
Mus 168	Applied Music Voice Elective	2 hrs. cr.
Mus 317	Applied Music Brass Elective	2 hrs. cr.
Mus 327	Applied Music Keyboard Elective	2 hrs. cr.
Mus 337	Applied Music Percussion Elec	2 hrs. cr.

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Mus 347	Applied Music String Elective	2 hrs. cr.
Mus 357	Applied Music Woodwind Elec	2 hrs. cr.
Mus 367	Applied Music Voice Elective	2 hrs. cr.
Mus 318	Applied Music Brass Elective	2 hrs. cr.
Mus 328	Applied Music Keyboard Elective	2 hrs. cr.
Mus 338	Applied Music Percussion Elec	2 hrs. cr.
Mus 348	Applied Music String Elective	2 hrs. cr.
Mus 358	Applied Music Woodwind Elective	2 hrs. cr.
Mus 368	Applied Music Voice Elective	2 hrs. cr.

## Elective in Jazz Improvisation

Mus 114	1 hr. cr.
Mus 214	2 hrs. cr.

## Applied Music Major (Private Lessons)

Private study in: Brass, Keyboard, Percussion, String, Woodwind, and Voice. All applied music offerings may be repeated twice for credit.

Mus 217	Applied Music Brass Major	2 hrs. cr.
Mus 227	Applied Music Keyboard Major	2 hrs. cr.
Mus 237	Applied Music Percussion Major	2 hrs. cr.
Mus 247	Applied Music String Major	2 hrs. cr.
Mus 257	Applied Music Woodwind Major	2 hrs. cr.
Mus 267	Applied Music Voice Major	2 hrs. cr.
Mus 218	Applied Music Brass Major	2 hrs. cr.
Mus 228	Applied Music Keyboard Major	2 hrs. cr.
Mus 238	Applied Music Percussion Major	2 hrs. cr.
Mus 248	Applied Music String Major	2 hrs. cr.
Mus 258	Applied Music Woodwind Major	2 hrs. cr.
Mus 268	Applied Music Voice Major	2 hrs. cr.
Mus 417	Applied Music Brass Major	2 hrs. cr.
Mus 427	Applied Music Keyboard Major	2 hrs. cr.
Mus 437	Applied Music Percussion Major	2 hrs. cr.
Mus 447	Applied Music String Major	2 hrs. cr.
Mus 457	Applied Music Woodwind Major	2 hrs. cr.
Mus 467	Applied Music Voice Major	2 hrs. cr.
Mus 418	Applied Music Brass Major	2 hrs. cr.
Mus 428	Applied Music Keyboard Major	2 hrs. cr.
Mus 438	Applied Music Percussion Major	2 hrs. cr.
Mus 448	Applied Music String Major	2 hrs. cr.
Mus 458	Applied Music Woodwind Major	2 hrs. cr.
Mus 468	Applied Music Voice Major	2 hrs. cr.

Corequisite: Music major (major code of 9030, 9031, 9032, 9033, 9034, 9006, Or 1005.)

## PARALEGAL STUDIES

Webster Hall 245, 417.625.9564

**Faculty** Miller - Head, Yates

The paralegal program is designed for the student seeking a career as a legal assistant working under the direction and supervision of an attorney in private practice, government service, or legal aid. However, the knowledge and skills acquired in the paralegal program are beneficial to students in the areas of law enforcement, prelaw, business law, and political science. Students who choose to learn more about the legal system and how to develop their own skills in legal research for personal enrichment are also encouraged to enroll.

No major or degree is now offered in paralegal studies, but a student enrolled in the paralegal program may obtain an Associate of Arts degree with an emphasis in paralegal studies. Paralegal studies may also be used as a minor for a Bachelor of Arts or Bachelor of Science degree. Students

wishing to take only classes in paralegal studies may receive recognition for successfully completing 21 hours of course work. This option is recommended only for post-graduate students or students who have already completed the Core Curriculum. The required courses and suggested electives are listed under the requirements for the minor. Students must have an adviser in paralegal studies.

## Minor in Paralegal Studies

Semester Hours

### Core Requirements

Eng 101 College Composition . . . . . 3

Computer Literacy (CIS 105 or Demonstrated Proof of Competency) . . . . . 3

### Paralegal Required Courses. . . . . 9

PLS 201 Introduction to Legal Assistance . . . . . 3

PLS 210 Law Office Management . . . . . 3

PLS 302 Legal Research . . . . . 3

### Legal Electives. . . . . 15

Paralegal Specialty Courses . . . . . 9

Nine (9) hours from combination of courses listed below:

PLS 298 Topics in Paralegal Studies . . . . . 3

PLS 311 Property . . . . . 3

PLS 312 Civil Litigation. . . . . 3

PLS 320 Family Law. . . . . 3

PLS 401 Wills, Trusts, and Probate . . . . . 3

PLS 491 Internship\*\* . . . . . 3

PLS 498 Senior Seminar\*\* . . . . . 3

PLS 499 Independent Study\*\* . . . . . 3

### General Legal Electives . . . . . 6

Six (6) hours from combination of either Paralegal Specialty Courses listed above or the following General Legal Electives:

GB 301 Legal Environment of Business I. . . . . 3

GB 302 Legal Environment of Business II . . . . . 3

PSc 310 Law, Society, & Judicial Process . . . . . 3

PSc 322 International Law . . . . . 3

PSc 431 Constitutional Law I . . . . . 3

PSc 432 Constitutional Law II . . . . . 3

Comm 310 Communications Law . . . . . 3

LE 250 Criminal Law . . . . . 3

MM 411 Labor and Employment Law . . . . . 3

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\*\*See Prerequisites

## Suggested Order of Study

### Associate of Arts

Major Code 7999

### Emphasis in Paralegal Studies

(This is a general Associate of Arts degree, NOT a paralegal degree)

### Freshman Year

1st Semester		Hours
Course		
PLS 201	Introduction to Legal Assistance	3
PLS 302	Legal Research	3
CORE	[Eng 101 Comp I]	3

CORE	[PSc 120 Govt:U.S./Sta/Loc]	3
CORE	[Math 125 Contemporary Math]	3
		<b>15</b>

2nd Semester		
CORE	[Eng 102 Comp II]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Phys 100 Fund of Phys Sci]	5
PLS 210	Law Office Management	3
PLS	Upper Division Elective	3
		<b>17</b>

#### **Sophomore Year**

1st Semester		
CORE	[Soc 110 or Psy 100]	3
CORE	[Bio 101 General Biology]	4
CORE	[Humanities and Fine Arts]	3
PLS	Upper Division Electives	6
		<b>16</b>

2nd Semester		
CORE	[Hist 120 U.S. History]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Literature]	3
CORE	[Humanities and Fine Arts]	3
PLS 491	Internship	3
PLS	Upper Division Elective	3
		<b>18</b>

[Department Recommendations]

Suggested electives are Civil Litigation; Family Law; Property; Wills, Trusts and Probate.

#### **For additional information contact:**

Dr. Michael Yates  
Office: Webster Hall 234  
Phone: 417.625.9333  
Email: yates-m@mssu.edu

## **Course Descriptions**

PLS 201 (F) 3 hrs. cr.

#### **Introduction to Legal Assistance**

American legal system with emphasis on the roles, skills, and tasks of the paralegal. Topics include professional ethics, client interviewing, and legal analysis.

PLS 210 (S, Odd) 3 hrs. cr.

#### **Law Office Management**

Management and operation of the law office with emphasis on the practical aspects of processing cases, office workflow, billing, and attorney-client and personnel relationships. Topics include the legal team, the attorney-client relationship, legal fees, timekeeping, filing, and records management.

PLS 298 (Demand) 3 hrs. cr.

#### **Topics in Paralegal Studies**

Special topics of current interest to the student. Subjects are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

PLS 302 (F, Odd) 3 hrs. cr.

#### **Legal Research**

Research involved in case preparation; use of the law library and the various digests, encyclopedias, reporters, etc., contained therein.

PLS 311 (S, Odd) 3 hrs. cr.

#### **Property**

Laws relating to real and personal property with emphasis on the procedures and forms used in real estate transactions and conveyances such as deeds and contracts.

PLS 312 (S, Even) 3 hrs. cr.

#### **Civil Litigation**

Process of civil litigation from filing to appeal including rules for instituting and conducting lawsuits before federal and state courts, rules of procedure, and the preparation of pertinent legal forms.

PLS 320 (S, Even) 3 hrs. cr.

#### **Family Law**

Laws regulating marriage, adoption, divorce, division of property, child custody and support, adult abuse, and termination of parental rights, and the preparation of pertinent legal forms.

PLS 401 (F, Even) 3 hrs. cr.

#### **Wills, Trusts, and Probate**

Law of wills, trusts, and intestate succession; includes analysis of the administration and probate of estates and the preparation of pertinent legal forms.

PLS 491 (Demand) 3 hrs. cr.

#### **Internship**

An applied internship of 135 hours done under the supervision of a practicing professional who is directly engaged in a day-to-day application of the law (i.e. judges, attorneys, government officials) as approved by department head. Prerequisite: 12 hours of paralegal studies and/or consent of instructor.

PLS 498 (Demand) 3 hrs. cr.

#### **Advanced Topics in Paralegal Studies**

Comprehensive analysis and review of selected legal topics to be announced when course is offered. Prerequisite: 9 hours of paralegal studies or consent of instructor.

PLS 499 1-2-3 hrs. cr.

#### **Independent Study**

Study and research by the student under the direction and supervision of instructor/adviser with prior approval by department head and school dean. Prerequisites: Advanced standing in the major field and a minimum GPA of 3.0.

## **PHILOSOPHY**

Hearnes Hall 312, 417.625.9659

**Faculty** Simpson - Head, B. Brown

Philosophy deals with basic questions from all areas of life and thought—science, religion, art, morality, and politics—and helps students refine their views on these subjects. Most importantly, philosophy teaches students how to think: how to analyze problems into their essential elements, how to decide which proposed solution to a problem is supported by the best evidence, how to separate relevant from irrelevant points, and how to state issues clearly and precisely. While some philosophy students go to graduate school and become professional philosophers, most go on to careers in such areas as law, medicine, theology, business, government, and public service. Philosophy students are highly successful in gaining

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admittance to law schools, medical schools, graduate schools of management, and theological seminaries.

The Department offers a minor in philosophy, which consists of 18 credit hours. Students are required to complete a course in Critical Thinking (Phil 140), a course in Ethics (Phil 212, Phil 312, PSc 411 or a suitable Selected Topics Course) and two courses in the History of Philosophy (Phil 301 and 302). Two courses are elective, at least one of which must be at the 300 level or above.

## For additional information contact:

Dr. Dale W. Simpson  
Office: Hearnes Hall 314  
Phone: 417.625.9640  
Email: simpson-d@mssu.edu

## Course Descriptions

Phil 140 (S) 3 hrs. cr.  
**Critical Thinking**  
Introduction to logic, with special emphasis on common errors and fallacies in reasoning.

Phil 201 (F) (S, Honors) (SU, even) 3 hrs. cr.  
**Introduction to Philosophy**  
Comparative survey of major types of philosophy and of representative problems in philosophy. (Satisfies 3 hours of Core Curriculum requirements in Area 2C, Humanities and Fine Arts.)

Phil 212 (S, Odd) 3 hrs. cr.  
**Ethics**  
Exploration of the problems of value and personal moral standards, comparative survey of major ethical systems and evaluation of the chief ethical struggles in contemporary society. (Satisfies 3 hours of Core Curriculum requirements in Area 2C, Humanities and Fine Arts.)

Phil 298 (Demand) 3 hrs. cr.  
**Topics in Philosophy**  
Studies in a variety of philosophical subjects. Topic open.

Phil 301 (F, Odd) 3 hrs. cr.  
**Ancient Philosophy**  
Historical study of ancient philosophy, with special emphasis on the writings of Plato and Aristotle. Prerequisites: 3 hours of philosophy or permission of instructor.

Phil 302 (S, Even) 3 hrs. cr.  
**Modern Philosophy** (Writing Intensive)  
A survey of the major schools of western philosophy from 1550 to 1850. Prerequisites: 3 hours of philosophy or permission of instructor and Eng 101 and 102 or 111.

Phil 312 (Demand) 3 hrs. cr.  
**Biomedical Ethics**  
A comprehensive investigation of ethical problems relating to health care and the practice of medicine, including study of such issues as euthanasia and the right to die, abortion, confidentiality, patient rights and professional responsibilities, allocation of medical resources, and medical experimentation

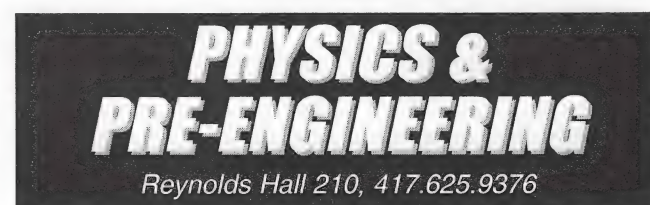
Phil 313 (Interession) 2 hrs. cr.  
**Medical Ethics**  
An exploration focusing on recent important ethical problems relating to health care and the practice of medicine.

Phil 320 (F) 3 hrs. cr.  
**Comparative Religion**  
A philosophical and historical survey, emphasizing the world's major living religions. (Meets Core Curriculum requirements in Area 5, International Cultural Studies.)

Phil 420 (F, Even) 3 hrs. cr.  
**Philosophy of Science**  
Investigation of the nature and scope of scientific inquiry. Topics include the logic of scientific reasoning, the nature of scientific theories, the conceptual presuppositions of science, and the relation between the natural and social sciences.

Phil 498 (Demand) 3 hrs. cr.  
**Advanced Topics in Philosophy**  
Comprehensive analysis of selected topics in philosophy. For upper division students.

Phil 499 (Demand) 1-3 hrs. cr.  
**Independent Study**  
Individually directed study in selected areas for advanced students. Prerequisite: GPA of 3.0 in philosophy. Enrollment must be approved by adviser, department head, and school dean.



**Faculty** Sloan - Head, Chelf, Knapp, Marsh

Physics graduates obtain a strong diversified background in science and mathematics which will qualify them to enter various areas of employment in industry, government, or secondary education, or for entrance into graduate programs in physics, engineering and many other disciplines. Students who plan to do graduate work in engineering should, with the help of a faculty adviser, select their free electives in the area they plan to enter.

The physics area of the Physical Science Department participates in cooperative two-year pre-engineering programs which allow students to complete the first two years of an engineering degree at Missouri Southern and then transfer to an engineering school to complete the remaining two years of the degree. (See page 247).

## Bachelor of Science with a Major in Physics

Major Code 1902

### Physics (Engineering)

Major Code 1903

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>43</b>
<b>Physics Requirements</b>	<b>39</b>
Phys 250 General Physics I**	2
Phys 260 General Physics II**	3
Phys 290 General Physics III**	4

Phys 291	General Physics III Lab	1
Phys 301	Modern Physics**	4
Phys 322	Classical Mechanics**	3
Phys 341	Thermal Physics**	4
Phys 372	Electronic Circuits**	4
Phys 381	Intermediate Physics Laboratory**	3
Phys 401	Electricity & Magnetism**	4
Phys 452	Quantum Mechanics**	4
OR		
Phys 480	Selected Topics in Physics & Engineering	3
Phys 490	Seminar	1
<b>Supporting Requirements</b>		
Chem 101	General Chemistry I**	5
Math 150	Calculus with Analytical Geometry I**	5
Math 250	Calculus with Analytical Geometry II**	5
Math 260	Calculus with Analytical Geometry III**	5
Math 322	Differential Equations**	3
CIS 110	Programming I	3
<b>Electives***</b>		
		16
		124****

\*Required physics, chemistry, and mathematics courses satisfy major requirements and eight hours of the Core Curriculum.

\*\*See Prerequisites

\*\*\*Suggested Electives (Chem 102, CIS 210, Math 351, Math 431, and Phys 480)

\*\*\*\*Must include at least 40 upper division (300-400 level) hours.

**Bachelor of Science in Education with a Major in Unified Science, Physics Endorsement**  
**Grades 9-12 Certification**  
 Major Code 9039

		Semester Hours
<b>Core Requirements (p. 32) 51*</b>		<b>36</b>
<b>Physics Requirements</b>		<b>28</b>
Phys 290	General Physics III	4
Phys 291	General Physics III Lab	1
Phys 301	Modern Physics**	4
Phys 312	Statics**	3
Phys 322	Classical Mechanics**	3
Phys 341	Thermal Physics**	4
Phys 372	Electronic Circuits**	4
Phys 381	Intermediate Physics Laboratory**	3
Phys 490	Seminar	2
<b>Supporting Requirements</b>		<b>60</b>
Phil 420	Philosophy of Science	3
Bio 101	General Biology	4
Bio 112	Botanical Survey**	4
Bio 122	Zoological Survey**	4
Chem 101	General Chemistry I**	5
Chem 102	General Chemistry II**	5
Phys 250	General Physics I**	2
Phys 260	General Physics II**	3
Geol 110	Introduction to Geology	5
Geol 180	Introduction to Meteorology	3
Math 150	Calculus with Analytical Geometry I**	5
Math 250	Calculus with Analytical Geometry II**	5
Math 260	Calculus with Analytical Geometry III**	5
CIS 110	Programming I	3

**Select one:**

Bio 312	Environmental Biology	4
Bio 402	General Ecology	4
Bio 481	Aquatic Ecology	4
Geol 300	Environmental Geology	4

**Education Certification Requirements (p. 189) ... 41-42**  
**165-166**

\*Required physics, chemistry, mathematics, biology, and psychology courses satisfy major requirements and 15 hours of the Core Curriculum.

\*\*See Prerequisites

**Bachelor of Science in Education with a Major in Physics**  
**Grades 9-12 Certification**  
**Plan A One of two teaching fields**  
 Major Code 9043

<b>Core Requirements (p. 32) 51*</b>		<b>36</b>
<b>Physics Requirements</b>		<b>22/23</b>
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Phys 290	General Physics III	4
Phys 291	General Physics III Lab	1
Phys 301	Modern Physics	4
Phys 322	Classical Mechanics	3
Phys 372	Electronic Circuits	4
OR		
Phys 381	Intermediate Physics Laboratory	3
Phys 490	Seminar	2

**Supporting requirements** ..... **31**

Chem 101	General Chemistry I	5
Math 150	Calculus with Analytic Geometry I	5
Math 250	Calculus with Analytic Geometry II	5
Math 260	Calculus with Analytic Geometry III	5
CIS 110	Introduction to Programming	3
Bio 101	General Biology	4
Geol 300	Environmental Geology	4

**Education Certification Requirements (p. 189) ... 39**  
**Second Teaching Field (some fields exceed 30 hours) 30**  
**158/159\*\***

\*Required chemistry, physics, psychology, and mathematics courses satisfy major requirements and 15 hours of the Core Curriculum.

\*\*Varies with second field

**Bachelor of Science in Education with a Major in Physics**  
**Grades 9-12 Certification**  
**Plan B Single teaching field**  
 Major Code 9043

<b>Core Requirements (p. 32) 51*</b>		<b>36</b>
<b>Physics Requirements</b>		<b>26/27</b>
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Phys 290	General Physics III	4
Phys 291	General Physics III Lab	1

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Phys 301	Modern Physics	4
Phys 312	Statics	3
OR		
Phys 322	Classical Mechanics	3
Phys 341	Thermal Physics	4
Phys 372	Electronic Circuits	4
OR		
Phys 381	Intermediate Physics Laboratory	3
Phys 490	Seminar	2
<b>Supporting requirements</b>		<b>31</b>
Chem 101	General Chemistry I	5
Math 150	Calculus with Analytic Geometry I	5
Math 250	Calculus with Analytic Geometry II	5
Math 250	Calculus with Analytic Geometry III	5
CIS 110	Introduction to Programming	3
Bio 101	General Biology	4
Geol 300	Environmental Geology	4
<b>Education Certification Requirements (p. 189)</b>		<b>39</b>
		<b>132/133</b>

\*Required chemistry, physics, mathematics, and psychology courses satisfy major requirements and 15 hours of the Core Curriculum.

\*\*Suggested electives: Phys 300 Astronomy

## Minor in Physics

	Semester Hours
Phys 250 General Physics I	2
Phys 250 General Physics II	3
Phys 290 General Physics III	4
Phys 291 General Physics III Lab	1
Physics Upper Division Electives (excluding Phys 300)	11
	<b>21</b>

Math 260	Calculus III (Math 250)	5
CIS 110	Programming I	3
CORE	[Eng 102 Comp II]	3
		<b>14-15</b>

<b>2nd Semester</b>		
Phys 322	Classical Mechanics (3)	
OR		
Phys 341	Thermal Physics (4)	3-4
Phys 372	Electronic Circuits	4
Math 322	Differential Equations	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Econ 180 Amer Econ Sys]	3
		<b>15-16</b>

<b>Junior Year</b>		
<b>1st Semester</b>		
Phys 301	Modern Physics	4
Phys 381	Intermediate Physics Lab (3)	
OR		
Phys 401	Electricity & Magnetism (4)	3-4
CORE	[Bio 101 General Biology]	4
CORE	[Humanities and Fine Arts]	3
CORE	[Psy 100 Gen Psychology]	
OR		
CORE	[Soc 110 Sociology]	3
		<b>17-18</b>

<b>2nd Semester</b>		
Phys 341	Thermal Physics (4)	
OR		
Phys 322	Classical Mechanics (3)	4-3
Phys 452	Quantum Mechanics	
OR		
Phys 480	Selected Topics	3
CORE	[Hist 110 U.S. History]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Humanities and Fine Arts]	3
CORE	[Kine 101 Physical Activity]	1
		<b>16-17</b>

<b>Senior Year</b>		
<b>1st Semester</b>		
Phys 401	Electricity & Magnetism (4)	
OR		
Phys 381	Intermediate Phys Lab (3)	4-3
CORE	[Humanities and Fine Arts]	3
CORE	[PSc 120 Gov't: U.S./St/Loc]	3
Elective	Physics or Math	3
CORE	[Hist 120 or 320 U.S. History]	3
		<b>15-16</b>

<b>2nd Semester</b>		
Phys 452	Quantum Mechanics	
OR		
Phys 480	Selected Topics	3
Phys 490	Seminar	1
CORE	[International Cultural Studies]	3
Electives		9
		<b>16</b>

(Prerequisites)  
[Department Recommendations]

## For additional information contact:

Dr. Marion Sloan  
Office: Reynolds Hall 213  
Phone: 417.625.9616  
Email: sloan-m@mssu.edu

## Suggested Order of Study

### Bachelor of Science Major Code 1902 Physics Major

#### Freshman Year

1st Semester		Hours
Course		
Math 150	Calculus I	5
Chem 101	General Chemistry I (Alg & Trig)	5
CORE	[Eng 101 Comp I]	3
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Psy 120	College Orientation	1
		<b>17</b>

<b>2nd Semester</b>		
Phys 290	General Physics III (Math 150)	4
Phys 291	General Physics III lab	1
Math 250	Calculus II (Math 150)	5
Elective	[Chem 102 General Chem II]	5
		<b>15</b>

#### Sophomore Year

<b>1st Semester</b>		
Phys 341	Thermal Physics (4)	
OR		
Phys 322	Classical Mechanics (3)	3-4

# Course Descriptions

Phys 100 (F, S, SS) 5 hrs. cr.  
**Fundamentals of Physical Science**

Basic concepts in the fields of physics, chemistry, geology, and astronomy will be presented as time permits. Central to the course will be a working ability in applying some of the basic laws of nature to specific problems. Lecture and demonstration periods. Prerequisite: Math 030 with a grade of 'C' or better.

Phys 101 (F, S) 5 hrs. cr.  
**Physical Science for Elementary Teachers**

Basic concepts in the field of physical science. Central to the course will be a working ability in applying some of the basic laws of nature to specific problems. Four lecture and demonstration periods and one three-hour lab per week. Prerequisite: Math 111.

Phys 102 (F, S) 1 hr. cr.  
**Physical Science Laboratory**  
 Experiments related to topics studied in Physics 100 will be conducted. One three-hour lab per week. Prerequisite or corequisite: Physics 100.

Phys 151 (F, S, SS) 5 hrs. cr.  
**Elementary College Physics I**  
 Mechanics, rotational dynamics, properties of matter, heat, wave motion, and sound. Four hours lecture, one two-hr. lab per week. Prerequisite: Math 140.

Phys 152 (S) 4 hrs. cr.  
**Elementary College Physics II**  
 Electricity, circuits, magnetism, optics, relativity, radioactivity, and nuclear reactions. Three hours lecture, one two-hr. lab per week. Prerequisite: Phys 151.

Phys 250 (F, S) 2 hrs. cr.  
**General Physics I**  
 Introductory study of physics covering vector techniques, kinematics, and dynamics of particles in one and two dimensions, statics, and fluids. Four hours lecture, one three-hour lab per week. Class meets for the first five weeks of the semester. Prerequisite: Math 140; corequisite: Math 150.

Phys 251 (F,S) 3 hrs. cr.  
**General Physics IB**  
 Introductory study of physics covering problem solving, spreadsheets, word processors, vector techniques, kinematics, and dynamics of particles in one and two dimensions, statics, and fluids. Four hours of lecture and one three-hour lab/recitation class per week. Class begins the sixth week of the semester. Prerequisite: Math 140; corequisite: Math 150.

Phys 260 (F, S) 3 hrs. cr.  
**General Physics II**  
 Introductory study of energy, momentum, kinematics and dynamics of rigid bodies, and a study of heat and temperature. Class commences in sixth week of the semester following PHYS 250. Four hours lecture, one three-hour lab/recitation class per week. Prerequisite: Math 140 and Phys 250 with a grade of 'C' or better; corequisite: Math 150.

Phys 290 (F, S) 4 hrs. cr.  
**General Physics III**  
 Introductory study of wave motion, electricity, magnetism, and geometrical and physical optics. Four hours lecture per week. Prerequisite: Phys 260; corequisite: Math 250.

Phys 291 (F,S) 1 hr. cr.  
**General Physics III Lab**  
 Laboratory in wave motion, electricity, magnetism, and geometrical

and physical optics. One three-hour lab a week. Prerequisite or corequisite: Phys 290.

Phys 297 (Demand) 1-3 hrs. cr.  
**Introduction to Research in Physics**  
 Introduction to research techniques, laboratory work, and literature search under the supervision of an instructor on a Physics research project. Involves laboratory experimentation as well as a written report on a project from any area of Physics. Open to students with: a) freshman or sophomore standing, 2) the ability to undertake independent work, and 3) permission of the instructor. Registration must be approved by the adviser and the department head.

Phys 298 (F, S) 1-3 hrs. cr.  
**Topics in Physical Science**  
 Special topics in physical science not normally offered in other courses. Prerequisite to be determined by department.

Phys 300 (Demand) 3 hrs. cr.  
**Astronomy**  
 Study of our solar system and universe including the following topics: the solar system, Kepler's laws, celestial coordinates, and observing. Hertzsprung-Russell diagrams, stellar evolution, pulsars, black holes, nebulae, galaxies, and cosmology. Three lectures per week. (*Does not count toward a physics major.*) Prerequisite: Phys 100 or equivalent and one year high school algebra.

Phys 301 (F) 4 hrs. cr.  
**Modern Physics**  
 Special theory of relativity, wave-particle experiments, introductory quantum mechanics, and nuclear physics. Prerequisite: Phys 280; corequisite: Math 260.

Phys 312 (F) 3 hrs. cr.  
**Statics**  
 Principles of mechanics as applied to problems of engineering in which the structures under consideration are in static equilibrium. Three lectures per week. Prerequisite: Phys 160; corequisite: Math 250.

Phys 322 (S, Even) 3 hrs. cr.  
**Classical Mechanics**  
 Kinematics and dynamics of particles and systems of particles including the harmonic oscillator, potential functions, conservative fields of force, accelerated reference frames, energy, gravitation and rigid bodies. Three hours lecture per week. Prerequisite: Phys 270; corequisite: Math 322 or permission of instructor.

Phys 341 (S, Odd) 4 hrs. cr.  
**Thermal Physics**  
 Temperature, transfer of heat, laws of thermodynamics, entropy, enthalpy, reversibility and irreversibility, thermal properties of materials, change of phase, use of thermo tables and introduction to heat transfer. Four hours lecture per week. Prerequisite: Phys 270; corequisite: Math 260.

Phys 372 (S) 4 hrs. cr.  
**Electronic Circuits**  
 Ohm's law, Kirchhoff's laws, Nodal analysis, mesh analysis, Thevenin's and Norton's theorems, superposition, inductors and capacitors, source-free RL and RC circuits, RLC circuits. Complex variables and their application to steady-state AC circuits. Three 1-hr. lectures and one three-hour lab per week. Presently limited to 15 students by equipment considerations. Prerequisite: Phys 280; corequisite: Math 260.

Phys 381 (Demand) 3 hrs. cr.  
**Intermediate Physics Laboratory** (*Writing Intensive*)  
 Experiments in classical and modern physics, including wave phenomena, heat transfer, electrical measurements, optics, photoelectric effect, and radioactivity. Two three-hour labs per week. Prerequisite: Phys 301 or permission of instructor.

**Phys 401 (F, Odd)** 4 hrs. cr.  
**Electricity and Magnetism**  
 Electrostatic forces, electric fields, electric potential, properties of conductors and dielectrics, magnetic fields, magnetic properties, induced electromotive force, Maxwell's equations and electromagnetic waves. Four hours lecture per week. Prerequisites: Math 260 and Phys 280.

**Phys 430 (Demand)** 1-3 hrs. cr.  
**Internship in Physics**  
 In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied physics in which on-the-job experience would be beneficial to the student's training. Prerequisites: Junior standing in physics with a minimum of 17 hours of physics or by permission.

**Phys 452 (Demand)** 3 hrs. cr.  
**Quantum Mechanics**  
 Time independent Schrodinger equation, eigenfunctions, expectation values, differential operators, perturbation theory, multielectron atoms, and applications to solid state physics. Three hours lecture per week. Prerequisite: Phys 301 and Math 322.

**Phys 480 (Demand)** 3 hrs. cr.  
**Selected Topics in Physics and Engineering**  
 One or more of the following topics for further study: solid state physics, optics, nuclear physics, advanced mechanics, quantum mechanics, circuit analysis, thermodynamics, fluid mechanics heat transfer, and mechanics of materials. Open to students having a minimum of 18 hours of physics and permission of instructor.

**Phys 490 (Demand)** 1-3 hrs. cr.  
**Seminar**  
 Students will select two subjects from areas of physics and engineering in which they have an interest. The student will research the area and communicate the results with the physics faculty and the class. One area will require a written paper with a short (15 minute) presentation and the other will require a written paper and a one-hour presentation. Both presentations will have question and answer sessions. Secondary education majors will be required to present several lecture-demonstration programs illustrating the basic concepts of physics at the secondary level. Open to students having a minimum of 18 hours of physics and permission of the instructor.

**Phys 497 (Demand)** 1-3 hrs. cr.  
**Research in Physics**  
 Independent research technique, laboratory work, and literature search under the supervision of an instructor on a physics research project. Involves laboratory experimentation or theoretical calculation, written report, and an oral presentation from any area of physics. Open to students having: 1) minimum of 15 hours of physics, 2) junior or senior standing, 3) the ability to undertake independent work, and 4) permission of the instructor. Registration must be approved by the adviser and the department head.

**Phys 498 (Demand)** 1-3 hrs. cr.  
**Advanced Topics in Physics**  
 Designed to give advanced instruction in some area not covered in other courses. For upper division majors. Prerequisites to be determined by the department.

**Phys 499 (F, S)** 1-3 hrs. cr.  
**Independent Study**  
 Course structured by the adviser with approval of the department head. Prerequisite: Advanced standing with a GPA of 3.0 in the major field. Registration must be approved by the adviser, department head, and school dean.

## POLITICAL SCIENCE

Webster Hall 245, 417.625.9564

**Faculty** Miller - Head, St. Clair, Simpson, Wyman, Yates

The Bachelor of Arts degree with a major in Political Science is appropriate for those students seeking to do graduate work in political science, enter professional schools of law or public administration, join the public service, or work in community service as well as general career options. A Bachelor of Science in Education degree with a major in Social Studies - Political Science emphasis - certifies a student to teach on the secondary school level. A minor in Political Science is available for students majoring in other disciplines. In addition, see page 138 for a Social Science minor or the Social Studies in Secondary Education minor.

Core Curriculum requirements and Missouri statute requirements are met by PSc 120.

PSc 120 is a prerequisite for all other political science courses.

### Bachelor of Arts with a Major in Political Science

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement -determined by</b>	
<b>Social Science Department</b>	<b>3</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Political Science Requirements</b>	<b>12</b>
PSc 120 Government: U.S., State, and Local . . . . .	3
PSc 201 Introduction to Political Science. . . . .	3
PSc 411 Political Theory	
OR	
PSc 412 Contemporary Political Thought . . . . .	3
PSc 498 Seminar in Political Science	
OR	
PSc 497 Capital Internship. . . . .	3
Select one course from each of the following four areas:	<b>12</b>
<b>U.S. Politics</b> . . . . . (3)	
PSc 301 Political Parties & Elections	
PSc 302 Public Opinion & Pressure Groups	
PSc 311 American Presidency	
PSc 312 Legislative Process	
<b>State and Local Government</b> . . . . . (3)	
PSc 320 State Government	
PSc 341 Municipal Government	
PSc 342 Public Policy	
PSc 421 Public Administration	
<b>International Relations</b> . . . . . (3)	
PSc 321 International Relations	
PSc 330 Comparative Politics: Developed Countries	
PSc 332 Comparative Politics: Developing Countries	
<b>Law</b> . . . . . (3)	
PSc 310 Law, Society, and the Judicial Process	
PSc 322 International Law	

PSc 431	Constitutional Law I	
PSc 432	Constitutional Law II	
<b>Political Science Electives**</b>		<b>12</b>
<b>Electives</b>		<b>25</b>
		<b>124***</b>

\*Political Science 120 satisfies major requirements and 3 hours of Core Curriculum.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300-400 level) hours.

## Bachelor of Science in Education with a Major in Social Studies

**Political Science Emphasis**

**Grades 9-12 Certification**

**Plan B Single Teaching Field**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>33</b>
<b>Political Science Requirements</b>	<b>15</b>
PSc 120 Government: U.S., State, and Local . . . . 3	
PSc Upper Division Electives . . . . . 12	
<b>Supporting Requirements</b>	<b>36</b>
Hist 110 U.S. History 1492-1877 . . . . . 3	
Hist 120 U.S. History 1877-Present . . . . . 3	
Hist 130 Western Civilization to 1660 . . . . . 3	
Hist 140 Western Civilization Since 1660 . . . . . 3	
Hist Upper Division U.S.** . . . . . 6	
Hist Upper Division Asian, Latin or European** . 3	
Soc 110 Introduction to Sociology . . . . . 3	
Soc Upper Division Elective** . . . . . 3	
Geog 211 Regions and Nations . . . . . 3	
Geog Upper Division Elective . . . . . 3	
Econ 180 American Economic System . . . . . 3	
Electives . . . . .	<b>3-4</b>
<b>Education Certification Requirements (p. 189) . . .</b>	<b>40-41</b>
	<b>127-129</b>

\*Required political science, history, sociology, and economics courses satisfy major requirements and 18 hours of Core Curriculum.

\*\*See Prerequisites

## Minor in Political Science

	Semester Hours
PSc 120 Government: U.S., State, and Local . . . . 3	
PSc Electives* . . . . .	<b>18</b>

**21**

\*Must be chosen with approval of a political science adviser.

## Minor in Public Administration

**Required:**

PSc 320	State Government	
OR		
PSc 341	Municipal Government . . . . .	<b>3</b>
PSc 421	Public Administration . . . . .	<b>3</b>
Acct 201	Principles of Accounting I . . . . .	<b>3</b>

MM 350	Principles of Management . . . . .	<b>3</b>
MM 352	Human Resource Management . . . . .	<b>3</b>

**15**

**Choose three:**

Comm 300	Organizational Communications . . . . .	<b>3</b>
Math 302	Applied Calculus . . . . .	<b>3</b>
PSc 320	State Government ** . . . . .	<b>3</b>
PSc 341	Municipal Government** . . . . .	<b>3</b>
PSc 342	Public Policy . . . . .	<b>3</b>
Acct 325	Managerial Accounting . . . . .	<b>3</b>
Econ 350	Financial Management . . . . .	<b>3</b>
Soc 402	Community (WI) . . . . .	<b>3</b>
Geog 457	Urban Geography . . . . .	<b>3</b>
PSc 496	Internship in Political Science . . . . .	<b>3</b>

**9**

**Total for Minor (PA) . . . . . 24**

\*\* (if not taken in PA minor core)

## Additional requirements:

For students in majors without a statistics/research requirement, the following course must be completed. Hours earned in this course are not applicable to the minor in public administration: PSc 305 Social Science Statistics.

## Suggested Order of Study

### Bachelor of Arts

Major Code 2207

### Political Science Major

#### Freshman Year

1st Semester	Hours
Course	
Foreign Language	<b>3</b>
CORE [Eng 101 Comp I]	<b>3</b>
CORE [Hist 110 U.S. 1492-1877]	<b>3</b>
CORE [Math 125 Contemporary Math]	<b>3</b>
CORE [Comm 100 Oral Communication]	<b>3</b>
Psy 120 College Orientation	<b>1</b>
	<b>16</b>

#### 2nd Semester

Foreign Language	<b>3</b>
CORE [Eng 102 Comp II]	<b>3</b>
CORE [Hist 120 U.S. 1877-Present]	<b>3</b>
CORE [Bio 101 General Biology]	<b>4</b>
CORE [Humanities and Fine Arts]	<b>3</b>
	<b>16</b>

#### Sophomore Year

1st Semester		
PSc 120	Gov't: U.S./State/Local*	<b>3</b>
CORE	[English Lit]	<b>3</b>
Foreign Language		<b>3</b>
CORE	[Phys 100 Fund of Phys Sci]	<b>5</b>
CORE	[Kine 103 Lifetime Wellness]	<b>2</b>
CORE	[Kine 101 Physical Activity]	<b>1</b>
		<b>17</b>

#### 2nd Semester

CORE	[Econ 201 Econ-Macro]	<b>3</b>
PSc	[Upper Division Elective approved by adviser]	<b>3</b>

## 136 / Political Science

Foreign Language	3
CORE [Soc 110 Intro to Sociology]	3
Electives	2
	14

### Junior Year

1st Semester	
PSc [Upper Division]	6
CORE [International Cultural Stu]	3
[Computer Literacy course selected with adviser's approval]	3
CORE [Humanities and Fine Arts]	3
	15

2nd Semester	
PSc [Upper Division]	9
Electives	7
	16

### Senior Year

1st Semester	
PSc [Upper Division Electives]	9
Electives [Upper Division]	6
	15

2nd Semester	
PSc [Upper Division Elective]	6
Electives [Upper Division]	10
	16

\*Also meets a Core Curriculum requirement.  
[Department Recommendations]

### For additional information contact:

Dr. Michael Yates  
Office: Webster Hall  
Phone: 417.625.9333  
Email: yates-m@mssu.edu

PSc 302 (F, Odd) 3 hrs. cr.  
**Public Opinion and Pressure Groups** (*Writing Intensive*)  
Origins, impact, and measurement of public opinion. Scope, nature, and powers of interest groups in American society with special attention to their role in formulating public opinion and public policy.

PSc 305 (F, S) 3 hrs. cr.  
**Social Science Statistics**  
Provides basic tools necessary to gather, describe, analyze, and present quantitative social science data. Focus will be on conducting basic univariate and bivariate analyses. Prerequisite: Math 125.

PSc 306 (S, Even) 3 hrs. cr.  
**Introduction to Political Science Research Methods**  
An introduction to the ways in which political scientists conduct research. An emphasis will be placed on quantitative analysis and the decisions faced by political scientists when both designing and consuming social inquiry. Prerequisites: PSC 305.

PSc 310 (Demand) 3 hrs. cr.  
**Law, Society, and the Judicial Process** (*Writing Intensive*)  
American legal system viewed from a social and political as well as legal perspective. Focus on the structure and organization of courts, the processing of civil and criminal cases, and the behavior of judges, lawyers, and other participants in the judicial process.

PSc 311 (Summer) 3 hrs. cr.  
**American Presidency**  
Politics of presidential selection, the powers of the President, the organization of the executive branch and its relations with other organs of government.

PSc 312 (S, Even) 3 hrs. cr.  
**Legislative Process**  
Problems of representation, organization of the legislature, participation, and proposals for improved organization. Emphasis on the Missouri General Assembly.

PSc 320 (S, Odd) 3 hrs. cr.  
**State Government**  
General structure, theories, operation, and problems of state government with special emphasis on the government of Missouri.

PSc 321 (F, Even) 3 hrs. cr.  
**International Relations**  
Present-day relations and problems among the states of the world and the major factors which underline and influence these relations.

PSc 322 (S, Odd) 3 hrs. cr.  
**International Law**  
Rules and principles accepted by the members of the community of nations as defining their rights and duties and the procedures employed in protecting their rights and performing their duties.

PSc 330 (F, Odd) 3 hrs. cr.  
**Comparative Politics: Developed Countries**  
Comparative analysis of government and politics in both the major developed democracies and in developing states. The course examines themes of democratization, institutional design, parties and party systems, as well as the impact of social and economic change on the conduct and evolution of modern political systems. Prerequisite: PSc 120.

Psc 332 (S, Even) 3 hrs. cr.  
**Comparative Politics: Developing Countries**  
This course is designed to develop a broadly based understanding of governments and cultures of developing countries and their relative positions in the global system. Themes to be examined in both theory and practice include colonialism, democratization, persistent economic underdevelopment, political processes, and cultural factors. Prerequisite: PSc 120.

## Course Descriptions

PSc 120 (F, S) 3 hrs. cr.  
**Government: U.S., State, & Local**  
Designed to give students an understanding of their governments, enabling them to keep up with political developments with the goal of becoming informed citizens needed to sustain democracy. A Core Curriculum requirement for all bachelor's degrees and prerequisite for all political science courses. Successful completion of this course fulfills the Missouri state requirements in constitutional study.

PSc 201(F) 3 hrs. cr.  
**Introduction to Political Science**  
Introduction to the discipline of political science. The course is a preview of the major subunits of the discipline: American politics including public administration and legal studies; international relations; political theory; and comparative politics.

PSc 298 (Demand) 3 hrs. cr.  
**Topics in Political Science**  
Special political science topics of current interest to the student or faculty member who offers the class. Subjects and instructors change each semester. Students are encouraged to suggest possible course topics to the political science faculty.

PSc 301 (F, Even) 3 hrs. cr.  
**Political Parties and Elections** (*Writing Intensive*)  
Analysis of the origins, structure and functions of political parties; the dynamics of the two-party system; the role of third parties and the election process.

PSc 341 (S, Even) 3 hrs. cr.

**Municipal Government**

Structure, legal status, functions, and organization of city, town, and village government in the United States.

PSc 342 (F, Even) 3 hrs. cr.

**Public Policy**

An introductory survey of the formulation, execution, and evaluation of public policy in the United States.

PSc 398 (F) 1 hr. cr.

**Political Discourse**

A topics and event driven, open forum for examination of current issues at the national, state, and local levels of government. The course is conducted as a discussion group with the instructor providing directed reading assignments and presentations on discursive practices, traditions, and models within the discipline as appropriate. May be repeated one time for credit.

PSc 411 (F, Odd) 3 hrs. cr.

**Political Theory**

Western political philosophies from early recorded history through the present time.

PSc 412 (S, Even) 3 hrs. cr.

**Contemporary Political Thought**

Twentieth century political ideas.

PSc 421 (F, Odd) 3 hrs. cr.

**Public Administration**

Administrative aspects of government; surveys the major subfields of public administration, i.e., politics and administration, organizational theory, organizational behavior, management, decision making, personnel, public budgeting and finance, policy analysis and program evaluation, and administrative law.

PSc 431 (F, Even) 3 hrs. cr.

**Constitutional Law I**

Political and legal aspects of Supreme Court decision making, the nature and scope of judicial review, the constitutional relationships between levels and branches of government, and the First Amendment rights of freedom of expression.

PSc 432 (S, Odd) 3 hrs. cr.

**Constitutional Law II**

Legal issues concerning the Bill of Rights and the First Amendment areas of free exercise and establishment of religion, the right to privacy, the 14th amendment due process, and equal protection clauses.

PSc 494 (S, Odd) 3 hrs. cr.

**Seminar in Political Science**

Specialized knowledge and/or current research in the discipline. Topics will vary by situation and instructor. Students will prepare and critique papers based on original research. Prerequisite: 9 hours of upper division political science.

PSc 495 (F) 3 hrs. cr.

**Directed Research**

(Writing Intensive)

Students design and conduct research projects resulting in a written report and an oral presentation. Prerequisites: PSc 305, PSc 306, and senior standing.

PSc 496 (Demand) 3-8 hrs. cr.

**Internship in Political Science**

Observation of and participation in governmental work under the direct supervision of a faculty member and a professional who is employed in the governmental position being observed. No more than 3 hours may be counted toward a major or minor.

PSc 497 (Demand) 8 hrs. cr.

**Capital Internship**

Observation of and participation in governmental work under the direct supervision of a faculty member and a professional who is employed in the governmental position being observed. The student

will live and work in the capital from the opening of the legislative session until its conclusion or the last day of MSSU's spring semester.

PSc 498 (Demand) 3 hrs. cr.

**Advanced Topics in Political Science**

For upper division political science majors. Topics covered and methods used will place emphasis on student-instructor interest, desire to pursue indepth research, and ability to assimilate topics. It will include areas not already treated in other political science courses. Prerequisites: 15 hours of political science or consent of instructor.

PSc 499 (F, S) 1-2-3-4 hrs. cr.

**Independent Study**

For students who wish to do an indepth study of some specialized topic or who wish to pursue a topic not considered in the department's course offerings. The student will select an adviser from the political science faculty who will structure the independent study in consultation with the student and with the approval of the department head. Prerequisite: Junior or senior status and an overall cumulative GPA of 3.0 or better. Enrollment must be approved by department head and school dean.

## PREPROFESSIONAL

Justice Center 126, 417.625.3155

### Associate of Arts Degree

This curriculum allows Missouri Southern students to complete admission requirements for professional schools that accept applicants who have completed approximately 60 hours. Students should incorporate professional school requirements into their schedule and work closely with an adviser at Missouri Southern. Also, students who are completing certification requirements for paramedic programs and desire a college degree may choose the Associate of Arts degree. The Associate of Arts degree facilitates transfer among Missouri public four-year colleges and universities.

#### For additional information contact:

Dr. Tia Strait  
Office: Justice Center 126  
Phone: 417.625.3155  
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Dr. John Messick  
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Phone: 417.625.9385  
Email: messick-j@mssu.edu

## SOCIAL SCIENCE

Webster Hall 245, 417.625.9564

**Faculty** Miller - Head, Cebula, Fahrer, Gubera, Laas, Locher, St. Clair, Simpson, Tannenbaum, Teverow, Wagner, Wells, Wyman, Yates

Within the social sciences are the disciplines of anthropology, geography, history, paralegal studies, political science, and sociology.

Each discipline focuses on the study of some aspect or aspects of human societies: their history, government, social organization, laws, physical environment, and/or cultural heritage. Students who major or minor in the social sciences prepare for a variety of graduate programs or careers, for example, in teaching, government, law, historic preservation, business, health, and human services. Internships are especially helpful in establishing career objectives and obtaining practical knowledge. Social sciences students may apply for internships at the George Washington Carver National Monument, the Dorothea B. Hoover Historical Museum, as a social work minor, a paralegal studies minor, a political science minor, or a sociology major. Also, Missouri State Internships are available.

Minors are offered in each of the disciplines within the social sciences except anthropology. Two general Social Science minors are also available: a social science minor and a social studies for secondary education minor which qualifies students to teach in junior high and middle schools.

### Minor in Social Science

	Semester Hours
Hist 110 U.S. History . . . . .	3
Hist 120 U.S. History . . . . .	3
PSc 120 Government: U.S., State, and Local . . .	3
Geog Elective . . . . .	3
Soc or Anth Elective (100 - 200 level) . . . . .	3
Select three (3) social science courses at the 300 - 400 level . . . . .	9

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Fifteen hours of these requirements apply to the Core Curriculum.

### Minor in Social Studies for Secondary Education

Certification for Grades 9-12

This minor meets social studies requirements for certifying secondary education majors to teach grades 9 through 12. Students electing this minor must have a social sciences faculty adviser.

### Social Studies

	Semester Hours
Hist 110 U.S. History . . . . .	3
Hist 120 U.S. History . . . . .	3
Elective American History . . . . .	3

PSc 120	Government: U.S., State, and Local . . . .	3
Hist 130	Western Civilization . . . . .	3
Hist 140	Western Civilization . . . . .	3
Econ 180	Amer Econ System . . . . .	3
Geog 211	Regions and Nations . . . . .	3

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### Programs & Degree Offerings

See Geography (p. 106); History, (p. 108); Paralegal Studies, (p. 128); Political Science, (p. 134); and Sociology, (p. 138) for specific degree requirements, minors, A.A. paralegal program, and suggested orders of study.

## SOCIOLOGY

Webster Hall 245, 417.625.9564

**Faculty** Miller - Head, Gubera, Locher, Wells

A Bachelor of Arts degree with a major in Sociology prepares the student for a variety of occupations and graduate programs. Selecting from three bachelor's degree programs including a Bachelor of Science in Education, the student may choose to pursue many careers, for example, those in human and social services, public safety occupations, or teaching. Advanced graduate or professional school training could also be a choice for the student who successfully completes one of the bachelor degree programs. A minor in social work is offered with classes focusing on human and social services. In addition, a sociology minor provides students majoring in other areas with special interpersonal, group, and organizational knowledge and skills.

See page 138 for a minor in social sciences or the social studies in secondary education minor.

Sociology 110 is a prerequisite to many upper division courses in sociology.

Certain sociology courses may be used to satisfy Core Curriculum requirements. Sociology 110 is an elective for the requirement in Area 3C, Natural and Behavioral Sciences; Anth 155, 342 or Soc 303 meet the requirement in Area 5, International Cultural Studies.

### Student Organizations

Alpha Kappa Delta is the national honor society in sociology. Alpha Kappa Delta recognizes academic excellence in the field and encourages its members to participate in the activities of its national organization. The members have the opportunity each year to attend a professional conference with minimal personal expense.

Sociology Club is open to all students who are interested in sociology. The club provides a setting for students to interact with their peers and will provide a wide range of activities throughout the year.

## Bachelor of Arts with a Major in Sociology

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Foreign Language (four courses in one language)</b>	<b>12</b>
<b>Sociology Requirements</b>	<b>36</b>
Soc 110 Introduction to Sociology	3
Soc 210 Social Problems**	3
Soc 300 Computer Applications in Sociology**	3
Soc 305 Social Science Statistics**	3
Soc 311 Social Stratification**	3
Soc 431 Sociological Research Methods**	3
Soc 482 Sociological Theory**	3
Soc Electives (9 hrs. must be upper division)	15
<b>Supporting Requirements</b>	<b>6</b>
Anth Elective	3
Geo 310 Human and Cultural Geography	3
<b>Supporting Area (approved by sociology adviser)**</b>	<b>15</b>
<b>Electives</b>	<b>7</b>
	<b>124****</b>

\*Required sociology course Soc 110 satisfies three hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\*A minor is highly recommended.

\*\*\*\*Must include at least 40 upper division (300-400 level) hours.

## Bachelor of Science with a Major in Sociology

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Sociology Requirements</b>	<b>42</b>
Soc 110 Introduction to Sociology	3
Soc 300 Computer Applications in Sociology**	3
Soc 305 Social Science Statistics**	3
Soc 311 Social Stratification**	3
Soc 361 Study of Population**	3
Soc 362 Deviant Behavior**	3
Soc 431 Social Research Methods**	3
Soc 482 Sociological Theory**	3
Soc Electives (12 hour must be upper division)	18
<b>Supporting Requirements</b>	<b>6</b>
Anth Elective	3
Geo 310 Human and Cultural Geography	3
<b>Electives</b>	<b>28</b>
	<b>124***</b>

\*Required Sociology course Soc 110 satisfies three hours of Core Curriculum requirements.

\*\*See Prerequisites

\*\*\*Must include at least 40 upper division (300-400 level) hours.

## Bachelor of Science in Education with a Major in Social Studies

### Sociology Emphasis

### Grades 9-12 Certification

### Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>33</b>
<b>Sociology Requirements</b>	<b>21</b>

Soc 110	Introduction to Sociology	3
Soc 210	Social Problems**	3
Soc 221	Marriage and Family	3
Anth 342	Comparative Cultures**	3
Soc	Electives (6 hours upper division)**	9
<b>Supporting Requirements</b>		<b>36</b>
Hist 110	U.S. History 1492-1877	3
Hist 120	U.S. History 1877-Present	3
Hist 130	Western Civilization To 1660	3
Hist 140	Western Civilization From 1660	3
Hist	Upper Division U.S. Electives**	6
Hist	Upper Division Latin American, Asian or European Elective**	3
Geog 211	Regions and Nations	3
Geog	Upper Division Elective	3
PSc 120	Government: U.S., State, and Local	3
PSc	Upper Division Elective**	3
Econ 180	American Economic System	3
<b>Education Certification Requirements (p. 189)</b>		<b>40-41</b>
		<b>130-131</b>

\*Required courses in history, political science, sociology, and economics satisfy major requirements and 18 hours of Core Curriculum.

\*\*See Prerequisites

## Minor in Sociology

	Semester Hours
Soc 110 Introduction to Sociology	3
Soc Electives* (12 hours must be upper division)	18
	<b>21</b>

\*Select with prior approval of a sociology adviser. See prerequisites where applicable.

## Suggested Order of Study

### Bachelor of Arts

### Major Code 2208

### Sociology Major

### Freshman Year

Course	Hours
Soc 110 Introduction to Sociology*	3
CORE [Eng 101 Comp I]	3
CORE [Hist 110 U.S. 1492-1877]	3
CORE [Humanities and Fine Arts]	3
Foreign Language	3
Psy 120 College Orientation	1
	<b>16</b>

### 2nd Semester

Course	Hours
Foreign Language	3
CORE [Eng 102 Comp II]	3
CORE [PSc 120 Gov't:U.S./Sta/Loc]	3
CORE [Econ 180 Amer Econ Sys]	3
CORE [Bio 101 General Biology]	4
	<b>16</b>

# 140 / Sociology

## Sophomore Year

1st Semester		
Soc 210	Social Problems**	3
Foreign Language		3
CORE	[Humanities and Fine Arts]	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Comm 100 Oral Communication]	3
		15

2nd Semester		
Soc	Elective	3
Foreign Language		3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Hist 120 U.S. History 1877-Present]	3
		14

## Junior Year

1st Semester		
Soc 311	Social Stratification**	3
Soc	[Upper Division Elective]	3
CORE	[English Lit]	3
Soc 305	Social Science Statistics**	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
		15

2nd Semester		
Supporting Area	[A minor is suggested]	5
Soc 300	Computer Applications in Sociology**	3
Geog 310	Human & Cultural Geography	3
Electives		6
		17

## Senior Year

1st Semester		
Soc 431	Sociological Research Methods**	3
Soc	[Upper Division Elective]	3
Supporting Area	[A minor is suggested]	4
Soc	Electives	3
Elective		3
		16

2nd Semester		
Soc 482	Sociological Theory**	3
Supporting Area	[A minor is suggested]	6
Electives		6
		15

\*Also meets a Core Curriculum requirement.

\*\*Prerequisites

[Department Recommendations]

The student is to select a supporting area in consultation with a sociology adviser.

## Bachelor of Science

Major Code 2220

### Sociology Major

## Freshman Year

1st Semester		
Course		Hours
Soc 110	Introduction to Sociology*	3
CORE	[Eng 101 Comp I]	3
CORE	[Hist 110 U.S. 1492-1877]	3
CORE	[Kine 101 Physical Activity]	1
Psy 120	College Orientation	1
Elective		3
		14

2nd Semester		
CORE	[Hist 120 U.S. 1877-Present]	3
CORE	[Eng 102 Comp II]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3

CORE	[Comm 100 Oral Communication]	3
CORE	[Phys 100 Fund of Phys Sci]	5
		17

## Sophomore Year

1st Semester		
Soc	Elective	3
CORE	[Math 125 Contemporary Math]	3
CORE	[Literature]	3
CORE	[Bio 101 General Biology]	4
Elective		3
		16

2nd Semester		
Soc	Elective	3
CORE	[Humanities and Fine Arts]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Econ 180 Amer Econ Sys]	3
Elective	[A minor is suggested]	6
		17

## Junior Year

1st Semester		
Geog 310	Human and Cultural Geography	3
Soc 311	Social Stratification**	3
Soc 362	Deviant Behavior**	3
Soc 361	Study of Population	3
CORE	[Humanities and Fine Arts]	3
		15

2nd Semester		
Soc 305	Social Science Statistics**	3
Soc	[Upper Division Elective]	3
Electives	[A minor is suggested]	6
Soc 300	Computer Applications in Sociology**	3
		15

## Senior Year

1st Semester		
Soc 431	Social Research Methods**	3
Soc	Electives	6
Elective	[A minor is suggested]	6
		15

2nd Semester		
Soc 482	Sociological Theory**	3
Soc	Elective	3
Electives	[A minor is suggested]	9
		15

\*Also meets a Core Curriculum requirement.

\*\*Prerequisites

[Department Recommendations]

The student is to select a minor in consultation with a sociology adviser.

## For additional information contact:

Dr. Richard Miller

Office: Webster Hall 245

Phone: 417.625.9565

Email: miller-r@mssu.edu

# Course Descriptions

## Anthropology

**Anth 155 (F)** 3 hrs. cr.  
**Physical Anthropology and Archaeology**  
 Physical and cultural anthropology with particular emphasis on the linkage of human prehistory to the development of culture and the human capacity for society. Can be used to satisfy the Core Curriculum requirement in Area 5.

**Anth 298 (Demand)** 3 hrs. cr.  
**Topics in Anthropology**  
 Special Anthropology topics of current interest. Subjects and instructors may vary each semester. Students are encouraged to submit areas of interest to the Social Science Department.

**Anth 302 (Demand)** 3 hrs. cr.  
**North American Indian**  
 Ethnographic survey of the indigenous tribes of North America (excluding Mexico), including earliest archeological sequences followed by a description of the culture areas and traditional lifeways encompassed therein at the time of European contact, with emphasis upon the processes of culture change and adaptation over the past two centuries. Contemporary issues such as language renewal, the Pan-Indian movement, religious freedom, and tribal sovereignty are then placed within their cultural and historical contexts.

**Anth 342 (S)** 3 hrs. cr.  
**Comparative Cultures**  
 A comparative study of human society and culture, focusing on theories of culture and cultural institutions as they relate to contemporary preindustrial peoples. An ethnographic examination of representative groups is provided for purposes of cross-cultural comparison. Can be used to satisfy the Core Curriculum requirement in Area 5. Prerequisite: Soc 110 or Anth 155 or consent of instructor.

**Anth 385 (Demand)** 3 hrs. cr.  
**Language and Culture**  
 Exploration of the relationship between language and culture from the theoretical and substantive approaches within anthropology, including the Sapir-Whorf hypothesis and the attempts to support or refute it. An ethnographic examination of the expressive potentialities of diverse languages and cultures is provided for purposes of cross-cultural comparison.

**Anth 498 (Demand)** 3 hrs. cr.  
**Advanced Topics in Anthropology**  
 Specialized knowledge and/or current research in the discipline. Topics will vary by situation and instructor. Students will prepare and critique papers based on original research.

**Anth 499 (Demand)** 3 hrs. cr.  
**Independent Study**  
 Structured by the adviser with approval of the department chair and school dean.

## Sociology

**Soc 110 (F, S)** 3 hrs. cr.  
**Introduction to Sociology**  
 A systematic study of society. Emphasis on major concepts of sociology and the scientific point of view in dealing with social phenomena. Satisfies a Core Curriculum requirement.

**Soc 210 (F, S)** 3 hrs. cr.  
**Social Problems**  
 A survey of contemporary social problems including racism, sexism, crime and deviance, drug use, and mental disorders. The course encourages a critical examination of society and focuses on the structural sources of social problems such as class, race, and gender. The role of the U.S. in global social problems is also explored. Prerequisite: Soc 110.

**Soc 221 (F)** 3 hrs. cr.  
**Marriage and Family**  
 Paired relationships, marriage as the genesis of family life, elements in the preparation for marriage and parenthood, and the development of family relationships throughout the life cycle.

**Soc 291 (Demand)** 3 hrs. cr.  
**The Sociology of Death and Dying**  
 A review of the international religious, secular, and scientific expressions regarding death. Historical and current issues pertaining to death are explored and a critical perspective is taken on all positions. The course incorporates both philosophical and pragmatic overviews of death and dying.

**Soc 298 (Demand)** 3 hrs. cr.  
**Topics in Sociology**  
 Special sociology topics of current interest. Subjects and instructors may vary each semester. Students are encouraged to submit areas of interest to the social science department.

**Soc 300 (F, S)** 3 hrs. cr.  
**Computer Applications in Sociology**  
 An analysis of computers and their applications in the social sciences. Focus on preexisting software designed for use by social science disciplines. Emphasis on data entry, analysis, and interpretation of printouts. Soc 305 is a prerequisite or a corequisite to this course.

**Soc 301 (Demand)** 3 hrs. cr.  
**Sociology of Religion**  
 Religion as a major social institution. Compares religions regarding behavioral content. Major attention is given to the nature of religion, organized religion, and how religion is integrated into society. Limited attention given to the behavioral expectations associated with the major religions of the world. Prerequisite: Soc 110.

**Soc 302 (Demand)** 3 hrs. cr.  
**Cults and Sects in the U.S.**  
 This course focuses on the study of religious cults and sects, often referred to as New Religious Movements, in the United States in the late twentieth century and early twenty-first. The class will examine the nature of fringe groups in modern society from a theoretical perspective, looking at the various definitions and classifications of these groups in sociology. Prerequisites: Soc 110 and three additional hours sociology or permission of instructor.

**Soc 303 (Demand)** 3 hrs. cr.  
**The Arab World**  
 A social science view of the Arab world which identifies peoples, countries, geographical settings, cultural differences, cultural change, political and religious affiliations, and the emergence of contemporary issues. Special emphasis will be placed upon the Israel - Palestine - Jordan problem area. Can be used to satisfy the Core Curriculum in Area 5.

**Soc 305 (F, S)** 3 hrs. cr.  
**Social Science Statistics**  
 Provides basic tools necessary to gather, describe, analyze, and present quantitative social science data. Focus will be on conducting basic univariate and bivariate analyses. Prerequisite: Math 125.

**Soc 306 (Demand)** 3 hrs. cr.  
**Sociology of Aging**  
 A review of aging studies with particular emphasis on needs, problems, areas of concern, aging theories, social services for the elder-

ly, and accumulated data from gerontological research. Such topics as life changes, retirement, and alternative life styles among the elderly will be analyzed. Prerequisite: Soc 110.

Soc 311 (F,S) 3 hrs. cr.  
**Social Stratification** (*Writing Intensive*)

Examination of differences in power, privilege, and prestige. Analysis of the effects of social inequality on people's lives within the United States and an overview of the complex array of social structures which comprise international systems of inequality by race/ethnicity, gender, and social class. Prerequisite: 6 hours of sociology.

Soc 312 (S) 3 hrs. cr.  
**Juvenile Delinquency**

Analysis of environment and social background for juvenile delinquency behaviors. Investigation of behavioral content and scope of official delinquency. Review of the influences of family, school, peer groups and gangs, and the juvenile justice and corrections system. Prerequisite: Soc 110.

Soc 319 (Demand) 3 hrs. cr.  
**Social Interaction**

Theoretical examination of the individual as a social product and social force. Study the foundations of human interaction, process of socialization, and differentiation of individuals. Focus on perceptions, attitudes, and beliefs within the individual as we examine individual behavior within the social context. Prerequisite: Soc 110.

Soc 322 (Demand) 3 hrs. cr.  
**Sociology of Work and Leisure**

Analysis of work, occupations, career mobility, and job satisfaction as important elements in society. Examination of leisure activities which alter with technological advances and the changing economic base. Prerequisite: Soc 110.

Soc 331 (F) 3 hrs. cr.  
**Introduction to Social Work**

Philosophical and historical development of social work as a professional career. Focuses on role of the social worker within the various practice settings. May entail field trips and guest speakers. Prerequisite: Soc 110.

Soc 332 (S) 3 hrs. cr.  
**Social Work Practice**

Emphasizes the development of skills needed to initiate, enhance, or restore relationships between clients and society. Focuses on techniques and case management, analysis of cases, and practical experience in a social agency or community program providing human services. Prerequisite: Soc 331 and junior standing.

Soc 341 (F) 3 hrs. cr.  
**Gender Roles**

Introduction to the biological, cultural, and structural foundations of gender. Explores theories that help to explain gender, a fundamental and pervasive determinant of social life. Studies reviewed that illustrate differences in the evaluations of men's and women's activities and traditional gender roles. Sociological implications of sex and gender at both the personal (micro) and societal (macro) levels of analysis will be discussed. Prerequisite: Soc 110.

Soc 343 (Demand) 3 hrs. cr.  
**Visual Sociology Workshop**

Students learn about the three main types of visual sociology research by completing three projects within a workshop/seminar setting. The three projects include: photo documentation (using images to illustrate sociological research), photo-elicitation (using images to interview), and content analysis (analyzing existing images). Prerequisite: 6 hours of sociology.

Soc 351 (Demand) 3 hrs. cr.  
**Criminology**

Social and legal concept of crime. Review of measurements and data of crime(s) and the theories related to the cause of criminal behaviors.

Discussion of profiles of different adult offenders and their behavioral characteristics relative to the major felonies committed in contemporary society. Prerequisite: Soc 110.

Soc 354 (S) 3 hrs. cr.  
**Sociology of Health and Illness**

Social causes and consequences of health and illness. The expanding role of health-related organizations, the training of health care personnel, and the contemporary consumer's movement are also explored. A cross-cultural comparison of health care delivery systems and a review of various social problems associated with health care in the U.S. is provided. Prerequisite: Soc 110.

Soc 361 (F) 3 hrs. cr.  
**The Study of Populations**

Changes in human population through an analysis of birth rates, death rates, and migrations. Social demographic analysis of census and independent research data. Various population theories are applied to national and world situations. Concepts of over-population, minority groups, and aging are analyzed. Prerequisite: Soc 110.

Soc 362 (F) 3 hrs. cr.  
**Deviant Behavior**

Theoretical explanations of socially disapproved behavior from the sociological perspective and the application of these concepts to specific forms of deviance. Analysis of the social nature of conforming behavior as a way of increasing understanding of deviant behavior. Prerequisite: 6 hours of sociology.

Soc 382 (Demand) 3 hrs. cr.  
**Minority Groups and Race Relations**

A study of racial and cultural groups particularly focusing on the United States with some analysis of international ethnic relations. Analyzes several general theories and explanations for minority-dominant relations. Includes a study of legislation affecting minorities in the U.S. Prerequisite: Soc 110.

Soc 391 (Demand) 3 hrs. cr.  
**Penology and Corrections**

Philosophy, history, and operations of penitentiary systems with special attention given to changes in adult institutions. Explanation of the problems associated with prison populations and types of facilities along with sentences, therapeutic models, and community treatment. Prerequisite: Soc 110.

Soc 395 (S) 3 hrs. cr.  
**Collective Behavior**

Emerging social processes related to crowd behavior such as riots, panics, mass hysterias, fads, and social movements. Exploration of the theories that have been applied to such occurrences. Examination of several specific episodes of collective behavior from the perspective of these theories. Prerequisite: Soc 110.

Soc 396 (Demand) 3 hrs. cr.  
**Sociology of Education**

An analysis of the functions and processes that characterize the social institution of education (e.g., cultural transmission and social control), the role of the education in the process of social stratification (e.g., ability grouping and social class reproduction) and attempts to achieve equality of the educational opportunity (e.g., by race/ethnicity, gender, and social class). Includes an exploration of the relationships between education and the other social institutions (including the family, religion, and the economy). Prerequisite: Soc 110.

Soc 402 (S) 3 hrs. cr.  
**The Community – Rural and Urban** (*Writing Intensive*)

Social processes of human groups who share common unities of territory and cultural bonds. Major attention on gemeinschaft-gesellschaft theories as they pertain to national, rural, urban, ethnic, and subcultural communities, and how these intertwine in contemporary societies. Prerequisite: Soc 110.

**Soc 406 (Demand)  
Sociology of Child Abuse**

3 hrs. cr.

An analysis of child abuse and neglect as it has developed within the United States. The dynamics of the family environment as well as the victim-perpetrator relationship will be examined. Emphasis will be placed on societal reaction to both abuser and the abused in addition to the behavior itself. Potential treatment alternatives will be analyzed. Prerequisite: 9 hours of sociology.

**Soc 407 (Demand)  
Sociology and the Mass Media**

3 hrs. cr.

Importance of mass media in shaping and creating cultural perceptions. As an agent of Socialization that has continued to expand its influence by virtue of its pervasiveness, it is important to examine the nature and impact of its messages. Prerequisite: Soc 110.

**Soc 431 (F,S)  
Sociological Research Methods (Writing Intensive)**

3 hrs. cr.

Methods of problem and hypotheses formulation and data collection, including interviewing and instrumentation. Focus on the analysis of research findings and ethical procedures. Emphasizes survey designs employed in sociological inquiry. Prerequisite: 12 hours of sociology, Soc 300, and Soc 305.

**Soc 482 (S)  
Sociological Theory**

3 hrs. cr.

Classical and contemporary theory placed in historical perspective. An analysis and interpretation of social groups, social organizations, and social systems through the study of social thought from Auguste Comte to theorists in the modern period. Prerequisite: 9 hours of sociology.

**Soc 496 (Demand)  
Internship in Sociology**

1-8 hrs. cr.

Observation of and participation in various social service agencies in the community. All internships must conform with institutional policy regarding the number of hours per credit and contractual agreements with cooperating agency personnel. No more than three hours may be counted toward a major or minor. Prerequisites: 15 hours of sociology, junior standing or above, and approval of a departmental committee.

**Soc 498 (Demand)  
Advanced Topics in Sociology**

3 hrs. cr.

For upper division sociology majors. Topics covered and methods used will place emphasis on student-instructor interest, desire to pursue indepth research and ability to assimilate topics. It will include areas not already treated in other sociology courses. Prerequisite: 15 hours of sociology or consent of instructor.

**Soc 499 (Demand)  
Independent Study**

1-2-3 hrs. cr.

Structured by the adviser with the approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a GPA of 3.0. Enrollment in the course must be approved by department head and dean.

Graduates of the Missouri Southern Theatre Department are currently employed in fields such as:

Theatre Performance/Design  
Television Production/Performance  
Commercials  
Public Relations  
Stage Management  
Graduate Study  
Executive Leadership  
Recreational Directorship  
Technical Theatre  
Personnel Management  
Government Service  
Fashion Industry  
TV Anchor  
Business  
Computer Technology  
Secondary Education  
Film Cartoon Director  
Ministry  
Magician  
Theme Park Performance/Production

**Factors Unique to Theatre Department:**

1. hands-on experience for students in acting, house and stage management, directing, and technical production and design;
2. a children's theatre play program performing for more than 15,000 people annually from the four-state area;
3. production participation open to all Southern students, faculty, and staff;
4. theatre faculty members who have professional experience in their teaching specialties;
5. a modern, well-equipped mainstage theatre as well as flexible space for studio productions;
6. two theatre organizations: College Players and Alpha Psi Omega, a national honorary fraternity.

The Theatre Department offers a Bachelor of Arts degree with a major in Theatre, a Bachelor of Science in Education degree with a major in Theatre/Speech (plan B), and an Associate of Arts degree with a performance or a non-performance option. A minor in Theatre is also available. During their senior year, all majors must take a final exam covering all areas of the theatre or present a creative exiting project in addition to participating in the university general assessment program.

To satisfy the university-wide computer literacy requirement, theatre majors earning a B.A. should complete CIS 105 or above. Those earning a B.S.E. must take Educ 301.

It is recommended that students pursuing a degree in theatre meet with their faculty adviser at least twice each semester, once in addition to planning their next semester's schedule. More detailed information is available in the Theatre Office, 243 Taylor Performing Arts Center.

**THEATRE**

Taylor Auditorium 243, 417.625.9393

**Faculty Fields -** Head, Claussen, Jaros, D. Hunt (*Professor Emeritus*)

Specialized theatre training provides students with a broad academic background that can lead to a number of careers.

## Bachelor of Arts with a Major in Theatre

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Computer Literacy Requirement</b>	
<b>CIS 105 or above</b>	<b>3</b>
<b>Foreign Language (four courses in same language)</b>	<b>12</b>
<b>Theatre Requirements</b>	<b>49</b>
Th 110 Theatre Appreciation	3
Th 121,122,221,222 Theatre Laboratory (Select two)	4
Th 142 Theatre Technology	3
Th 231 Speech for Stage I	3
Th 232 Costume Technology	3
Th 233 Stage Makeup	3
Th 234 Introduction to Theatrical Design	3
Th 241 Acting I (WI)	3
Th 331 History of Theatre (WI)	3
Th 332 History of Theatre (WI)	3
Th 341 Acting II**	3
Th 351 Directing I**	3
Th 362 Stage Costume Design**	3
Th 320 Lighting Design**	3
OR	
Th 361 History of Costume**	
OR	
Th 372 Directing II**	3
Th 422 Acting III**	3
OR	
Th 431 Creative Dramatics	3
Th 441 Stage Design**	3
<b>Electives</b>	<b>12</b>
	<b>124***</b>

Core Curriculum requirement in Area 2A Humanities and Fine Arts is fulfilled by Th 110 (Theatre Appreciation) and Area 2C must be fulfilled by Art 110 (Art Appreciation) or Mus 110 (Music Appreciation).

\*\*See Prerequisites

\*\*\*Three Writing Intensive (WI) courses in addition to English composition must be included. Two of these must be upper division courses and one of the two must be in theatre.

A total of 40 upper division hours (300-400) is required, 24 specified in theatre plus 16 electives in other areas.

## Bachelor of Science in Education with a Major in Theatre/Speech Communications

Grades 9-12 Certification

Plan B Single Teaching Field

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Theatre Requirements</b>	<b>23</b>
Th 110 Theatre Appreciation	3
Th 121 or 122 or 221 or 222 Theatre Laboratory	2
Th 142 Theatre Technology	3
Th 212 Oral Interpretation	3

Th 234	Introduction to Theatrical Design	3
Th 241	Acting I (WI)	3
Th 331	History of Theatre (WI)	3
OR		
Th 332	History of Theatre (WI)	3
Th 351	Directing I**	3
<b>Communication Requirements</b>		<b>12</b>
Comm 101	Introduction to Human Comm	3
Comm 215	Interpersonal Communication**	3
Comm 304	Small Group Communication	3
Comm 315	Argumentation and Debate**	3
<b>Speech Communication Electives***</b>		<b>8</b>
<b>Education Certification Requirements (p. 189)</b>		<b>39-42</b>
		<b>130-133</b>

Core Curriculum requirement in Area 2A Humanities and Fine Arts is fulfilled by Th 110 (Theatre Appreciation).

Core Curriculum requirement for Area 3C must be satisfied by Psychology 100

\*\*See Prerequisites

\*\*\*Must be approved in advance by the student's adviser who must be selected from either the area of speech communication or theatre. Students pursuing the BSE degree must receive no lower grade than a "C" in all required theatre/communication courses.

## Associate of Arts with an Emphasis in Theatre

	Semester Hours
<b>Core Requirements (p. 33)</b>	<b>42</b>
<b>Candidates for the Associate of Arts degree with an emphasis in Theatre must select Th 110, Theatre Appreciation for Area 2A of the Core Theatre Requirements (Select Option A or B)</b>	
<b>A. Performance Option</b>	<b>25</b>
Th 101,102,201,202 Theatre Performance	
OR	
Th 121,122,221,222 Theatre Laboratory	2
Th 231 Speech for Stage I	3
Th 241 Acting I	3
Th 242 Theatre Movement I	1
Th 251 Audition Techniques For the Actor	1
Th 341 Acting II	3
Th 233 Stage Makeup	3
Th 142 Theatre Technology	3
OR	
Th 232 Costume Technology	3
<i>Plus 2 Courses from list below</i>	<b>6</b>
Th 212 Oral Interpretation	
Th 240 Stage Combat	
Th 235 Speech for Stage II	
Th 243 Musical Theatre	
Th 141 Improvisational Acting	
Th 422 Acting III	
Th 431 Creative Dramatics	
Th 351 Directing I	
Th 372 Directing II	
Th 331 History of Theatre	
Th 332 History of Theatre	

<b>B. Non-Performance Option</b> .....		<b>24</b>
Th 121, 122, 221, 222 Theatre Laboratory.....	6	
Th 142 Theatre Technology .....	3	
Th 234 Introduction to Theatrical Design .....	3	
Th 232 Costume Technology		
OR		
Th 320 Stage Lighting.....	3	
Th 241 Acting I .....	3	
Plus 2 Courses from list below.....		6
Th 233 Stage Makeup		
Th 361 History of Costume		
Th 311 Stage Management		
Th 441 Stage Design		
Th 362 Stage Costume Design		
Th 331 History of Theatre		
Th 332 History of Theatre		
Th 382 Sound Design		

### Minor in Theatre

	Semester Hours	
Th 121, 122, 221, 222 Theatre Laboratory (Select two) .	4	
Th 110 Theatre Appreciation.....	3	
<b>Choose a total of 11 hours from the following list of classes:</b> .....		
Th 141 Improvisational Acting .....	3	<b>11*</b>
Th 142 Theatre Technology .....	3	
Th 212 Oral Interpretation .....	3	
Th 233 Stage Makeup .....	3	
Th 234 Introduction to Theatrical Design.....	3	
Th 231 Speech for Stage I.....	3	
Th 251 Audition Techniques for the Actor .....	1	
Th 232 Costume Technology .....	3	
Th 240 Stage Combat .....	3	
Th 235 Speech for Stage II .....	3	
Th 242 Theatre Movement I .....	1	
Th 311 Stage Management** .....	3	
Th 241 Acting I (WI).....	3	
Th 243 Musical Theatre .....	3	
Th 298 Topics in Theatre (when offered).....	3	
Th 320 Stage Lighting**.....	3	
Th 331 Theatre History (WI) .....	3	
Th 332 Theatre History (WI) .....	3	
Th 333 Eastern Theatre Tradition .....	3	
Th 341 Acting II** .....	3	
Th 351 Directing I** .....	3	
Th 361 History of Costume .....	3	
Th 362 Stage Costume Design** .....	3	
Th 372 Directing II** .....	3	
Th 382 Sound Design .....	3	
Th 422 Acting III**.....	3	
Th 435 Theatre Internship .....	1-3	
Th 441 Stage Design** .....	3	

\*All courses must be selected with adviser approval. Six hours must be upper division.

\*\*See Prerequisites

## Suggested Order of Study

### Bachelor of Arts Major Code 1007 Theatre Major

#### Freshman Year

1st Semester		Hours
Course		
Th 121	Theatre Laboratory	2
Th 231	Speech For Stage I	3
Th 233	Stage Makeup	3
CORE	[Eng 101 Comp I]	3
CORE	Theatre Appreciation	3
Psy 120	College Orientation	1
		<b>15</b>

#### 2nd Semester

Th 142	Theatre Technology	3
Th 241	Acting I	3
CORE	[Eng 102 Comp II]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 or above]	3
Th 212	Oral Interpretation	3
		<b>16</b>

#### Sophomore Year

1st Semester		Hours
Th 341	Acting II*	3
Th 221	Theatre Lab	2
Th 251	Audition Techniques for Actor	1
CIS 105 OR above	Computer Literacy Requirement	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Literature Choice]	3
CORE	[Hist 110 U.S. 1492-1877]	3
		<b>17</b>

#### 2nd Semester

Th 422	Acting III*#	
OR		
Th 431	Creative Dramatics	3
Th 234	Introduction to Theatrical Design	3
Th 320	Lighting Design *#	3
CORE	Art or Music Appreciation	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Comm 100 Oral Communication]	3
		<b>18</b>

#### Junior Year

1st Semester		Hours
Th 441	Stage Design*	3
Th 232	Costume Technology	3
Th 331	History of the Theatre	3
CORE	[Bio 101 General Biology]	4
Foreign Language		3
		<b>16</b>

#### 2nd Semester

Th 362	Stage Costume Design*	3
Th 332	History of the Theatre	3
CORE	[Hist 120 U.S. 1877-Pres]	3
Foreign Language		3
Theatre Elective		1
		<b>13</b>

#### Senior Year

1st Semester		Hours
Th 361	History of Costume#	3
Th 351	Directing I**	3

CORE	[Phys 100 Physical Science]	5
Foreign Language		3
		<b>14</b>

2nd Semester		
Th 372	Directing II*#	3
Foreign Language		3
CORE	[Econ 180 Amer Econ Sys]	3
CORE	[Psc 120 Gov't:US/Sta/Loc]	3
Elective	Theatre	3
		<b>15</b>

[Department Recommendations]

\*See prerequisites

#May be substituted for approved class in tech or acting area.

Supporting Electives: Accounting, Art, Business, Communication, English, Music, Computer Science

## For additional information contact:

Dr. Jay Fields

Office: Taylor Performing Arts Center 243

Phone: 417.625.9393

Email: fields-j@mssu.edu

## Bachelor of Science in Education

Major Code 9025

### Speech and Theatre

#### Grades 9-12 Certification

#### Theatre Emphasis

#### Plan B

#### Single Teaching Field

### Freshman Year

#### 1st Semester

Courses		Hours
Educ 100	Orientation to Education I	1
Psy 100	General Psychology	3
Th 121	Theatre Lab	2
CORE	[Eng 101 Comp I]	3
Psy 120	College Orientation	1
CORE	Theatre Appreciation	3
CORE	[Kine 101 Physical Activity]	1
Elective		3
		<b>17</b>

#### 2nd Semester

Th 142	Theatre Technology	3
Th 212	Oral Interpretation	3
Th 241	Acting I	3
CORE	[Eng 102 Comp II]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Math 125 or above]	3
		<b>18</b>

### Sophomore Year

#### 1st Semester

Take C-Base test.

Educ 200	Orientation to Education II	1
Comm 101	Introduction to Human Communication	3
CORE	[Hist 120 U.S. 1877-Pres]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Area 2-C Elective]	3
CORE	[Econ 180 Amer Econ Sys]	3
		<b>15</b>

#### 2nd Semester

Apply for admission to teacher education.

Educ/Psy 302	The Exceptional Child	2
Educ 301	Computer Software	3
CORE	[Hist 110 U.S. 1492-1877]	3
Comm 215	Interpersonal Communication	3
Th 234	Introduction to Theatrical Design	3
Psy 301	Adolescent Psychology	3
		<b>17</b>

### Junior Year

Pass media competencies.

#### 1st Semester

Th 331	History of Theatre***	3
Psy 310	Educational Psychology	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
Comm 304	Small Group Communication	3
		<b>16</b>

Note: See Educ 420 below\*\*

#### 2nd Semester

Educ 422	Teaching Reading in the Sec Sch	2
Comm	Electives*	4
CORE	[Phys 100 Physical Science]	5
CORE	[Psc 120 Gov't:US/Sta/Loc]	3
CORE	[Area 2-B Elective]	3
		<b>17</b>

### Senior Year

#### 1st Semester

Apply for student teaching. All course work must be completed except for Professional Semester courses.

Th 351	Directing I*	3
Comm 315	Argumentation & Debate	3
CORE	[Bio 101 General Biology]	4
CORE	[Area 5-A Elective]	3
Comm	Electives*	3
		<b>16</b>

#### 2nd Semester

Educ 344	Tchng Spe & Th in Sec Sch	2
Educ 402	Foundations in Education	2
Educ 432	Critical Issues	2
Educ 412	Individual Curriculum Development (2)	
OR		
Educ 420	Introduction to Counseling**	3
OR		
Psy 412	Measurements & Evaluations (2)	2
Educ 462	Student Teaching in Sec Sch	8
		<b>16-17</b>

[Department Recommendations]

\*See Prerequisites

\*\*Offered at night only. Must be taken the semester prior to student teaching. Can substitute Educ 412 or Psy 412 for Educ 420.

\*\*\*Student can take Th 331 (Fall odd) or Th 332 (Spring even).

## Associate of Arts with an Emphasis in Theatre

Major Code 7011

### Performance Option

### Freshman Year

#### 1st Semester

Courses		Hours
CORE	[Eng 101 Comp]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Th 110 Theatre Apprec]	3
Th 121	Theatre Laboratory	2
Th 231	Speech for Stage I	3
Th 233	Stage Makeup	3
		<b>16</b>

#### 2nd Semester

CORE	[Eng 102 Comp]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 or above]	3
CORE	[Psy 100 General Psychology]	3
Th 241	Acting I	3
Th 242	Theatre Movement I	1

Th 142	Theatre Technology	
OR		
Th 232	Costume Tech (Fall, Odd)	3
		17

**Sophomore Year**

**1st Semester**

CORE	[Literature Choice]	3
CORE	[Humanities Choice]	3
CORE	[Bio 101 General Biology]	4
CORE	[Psc 120 Gov't:US/Sta/Loc]	3
Th 251	Audition Techniques for Actors	1
Th 341	Acting II	3
		17

**2nd Semester**

CORE	[Comm 100 Oral Communication]	3
CORE	[Phys 100 Physical Science]	5
CORE	[Hist 110 or 120 US History]	3
Th	Performance Electives	6
		17

**Associate of Arts with an Emphasis in Theatre**

Major Code 7012

**Non-Performance Option**

**Freshman Year**

**1st Semester**

Courses		Hours
CORE	[Eng 101 Comp]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Th 110 Theatre Apprec]	3
Th 121	Theatre Laboratory	2
Th 232	Costume Technology	
OR		
Th 320	Stage Lighting (Spring, Odd)	3
Th	Non-Performance Elective	3
		16

**2nd Semester**

CORE	[Eng 102 Comp]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Math 125 or above]	3
CORE	[Psy 100 General Psychology]	3
Th 142	Theatre Technology	3
Th 241	Acting I	3
		16

**Sophomore Year**

**1st Semester**

CORE	[Literature Choice]	3
CORE	[Humanities Choice]	3
CORE	[Bio 101 General Biology]	4
CORE	[Psc 120 Gov't:US/Sta/Loc]	3
Th	Non-Performance Electives	3
Th 221	Theatre Laboratory	2
		18

**2nd Semester**

CORE	[Comm 100 Oral Communication]	3
CORE	[Phys 100 Physical Science]	5
CORE	[Hist 110 or 120 US History]	3
Th 234	Introduction to Theatrical Design	3
Th 222	Theatre Lab	2
		16

**For additional information contact:**

Dr. Jay E. Fields  
Office: Taylor Performing Arts Center 243  
Phone: 417.625.9393  
Email: fields-j@mssu.edu

## Course Descriptions

Th 101,102, 201, 202, 301,302, 401, 402 (F, S, S) 1 hr. cr.  
**Theatre Performance**

The performance of a role, service as a designer, or stage manager which has met departmental standards on a major production. A student may accumulate up to 8 hours of credit. Credit is applied for after production closes. Credit applies only to accumulative graduation hours.

Th 110 (F, S, S) 3 hrs. cr.  
**Theatre Appreciation**

Introduction to theatre as a communicative and fine art emphasizing collaborative efforts of playwright, artistic director, designer, actor, and crew. Activities include the interpretation and evaluation of plays through scripts, live, and taped performances. Satisfies 3 semester hours of Core Curriculum requirement in Area 2A or 2C (Humanities and Fine Arts).

Th 121,122,221,222,321,322 (F, S) 2 hrs. cr.  
**Theatre Laboratory**

A laboratory devoted to mounting the theatre's season. Meets two hours in sequence twice a week.

Th 141 (Demand) 3 hrs. cr.  
**Improvisational Acting**

Development of individual's ability to express motivation, objective, thought, action, and dialogue improvisationally. Daily discussions and improvisational exercises which lead to more believable stage performance.

Th 142 (S, Even or Demand) 3 hrs. cr.  
**Theatre Technology**

Hardware and tool usage and technical drawing as applied to theatre. The use of electricity, sound, and electronics in the theatre. Stage rigging.

Th 212 (S, Even) 3 hrs. cr.  
**Oral Interpretation**

Principles and techniques for the public presentation of oral reading. Selection, analysis, and preparation of different types of literature with emphasis on platform presentation of prose, poetry, drama, and Readers Theatre.

Th 231 (F, Odd) 3 hrs. cr.  
**Speech for Stage I**

Exercises and drills to improve projection, quality, flexibility, and effectiveness of the speaking voice leading to good usage in Standard American speech, based on the International Phonetic Alphabet.

Th 232 (F, Odd or Demand) 3 hrs. cr.  
**Costume Technology**

Basic techniques for construction of stage costumes from a designer's sketch. Areas covered are: fabrics, pattern development, cutting, sewing, dyeing, and crafts. No previous skills required. Two hours lecture, two-hours lab per week.

Th 233 (F, Odd or Demand) 3 hrs. cr.  
**Stage Makeup**

Introduction to the design and application of makeup for the stage. Focus is on the application of two-dimensional makeups for both large and small theatres. The uses and sources of a variety of materials will be discussed. Students must provide their own makeup and supplies.

Th 234 (S, Odd or Demand) 3 hrs. cr.  
**Introduction to Theatrical Design**

Theoretical information which is common to all theatrical design courses. Emphasis is on developing creativity, script analysis, techniques of scenography, and collaboration, as well as the application of basic elements and principles of design in relation to the theatre.

Th 235 (F, Even) <b>Speech for Stage II</b> A continuation of stage speech training, emphasizing resonance, range, vocal dynamics, vocal expressiveness, and stage dialects. The course provides training in the most current and most significant voice methods for actors and speakers and utilizes the International Phonetic Alphabet to develop performance skills in American regional and foreign dialects. Prerequisite: Th 231	3 hrs. cr.	Th 332 (S, Even) <b>History of the Theatre</b> (Writing Intensive) Plays and playwrights from the Jacobean period through the present day. The cultural background and evolution of the literature, physical theatre, staging, acting, audiences, and production practices.	3 hrs. cr.
Th 240 (S, Odd) <b>Stage Combat and Physical Characterization</b> Survey of historic and theatrical contexts for several combat forms; basic training in non-violent approaches to hand-to-hand combat, quarterstaff, broadsword, and rapier. Introduction to character and emotional centers, acting with whole body, and movement and voice for period styles in acting (selected from Shakespeare, Classical Greek, Social Comedy, and Farce).	3 hrs. cr.	Th 333 (Demand) <b>Eastern Theatre Tradition</b> The study of Eastern thought and culture in the discipline of theatre. All areas of design as well as acting and movement will be discussed.	3 hrs. cr.
Th 241 (S, Even or Demand) <b>Acting I</b> (Writing Intensive) Development of individual's ability to express thought and emotion through effective use of the voice and body. Character analysis and creation revealed in exercises and scene work.	3 hrs. cr.	Th 341 (F, Even or Demand) <b>Acting II</b> The dynamics of analysis, rehearsal, and performance of scenes from contemporary and classic plays. Emphasis on the actor's relationship to the play and to other actors. Prerequisite: Th 241.	3 hrs. cr.
Th 242 (S, Even) <b>Theatre Movement I</b> Historical development and implementation of theatrical movement. Exercises and assignments focus on the enhancement of nonverbal character interpretation through individual study and in-class application of movement, gestures, and postures, including an assimilation of cultural influences, pantomime, masque, and improvisation. Two one-hour labs per week.	1 hr. cr.	Th 351 (F, Even or Demand) <b>Directing I</b> A comprehensive study of various problems confronting a stage director. Techniques and procedures for play selection, analysis, and mounting a production. Scene directing. Prerequisite: Th 241.	3 hrs. cr.
Th 243 (F, Odd) <b>Musical Theatre</b> History, production, and performance of musical theatre. Academic concentration on scenes from musicals with emphasis on acting, music, and dance techniques needed for musical productions and focus upon representative musicals from the past fifty years and more specifically on the particular musical selected for production the spring semester of that school year. Course also offered under Mus 243.	3 hrs. cr.	Th 361 (F, Even) <b>History of Costume</b> Survey of the garments and fabrics worn in Western cultures from Ancient Greece through the 19th Century. (Recommended for Stage Costume Design.)	3 hrs. cr.
Th 251 (F, Even) <b>Audition Techniques for the Actor</b> Techniques of auditioning and interviewing in the theatre: selecting audition pieces, rehearsing, and performing auditions. Instruction in preparing resumes and photographs for professions.	1 hr. cr.	Th 362 (S, Even) <b>Stage Costume Design</b> Theory and practical aspects of costume design. Emphasis on non-verbal communication of theme, character, and historical period through rendered costume designs. Recommended prerequisite is History of Costume. Prerequisite: Th 234.	3 hrs. cr.
Th 298 (Demand) <b>Topics in Theatre</b> Concentrated study on a variety of selected theatre topics. Can be offered on same topic an unlimited number of times.	1-8 hrs. cr.	Th 372 (S, Odd) <b>Directing II</b> Study of the skills and role of a director, casting, production administration, and director-actor relationship. Experience and group evaluation in directing one-act plays before departmental or public audience. Prerequisite: Th 351.	3 hrs. cr.
Th 311 (F, Even or Demand) <b>Stage Management</b> Fundamentals of stage management. Organization of call board, rehearsals, and performances. Communication procedures between actors, director, and designers. Calling the show. Prerequisite: Th 142.	3 hrs. cr.	Th 382 (S, Even or Demand) <b>Sound Design</b> Sound design approached artistically and practically. The use of sound effects and music for atmosphere, mood, and emphasis. The research, recording, and playback methods of sound effects and music. Types of setup and the equipment used for sound as applied to theatre and live concerts. Prerequisite: Th 142.	3 hrs. cr.
Th 320 (S, Odd or Demand) <b>Stage Lighting</b> Lighting design approached artistically. The use of lighting for atmosphere, mood, and emphasis. Lighting as applied to art, television, theatre, and motion pictures. Prerequisites: Th 142 & 234.	3 hrs. cr.	Th 422 (S, Odd) <b>Acting III</b> Study and presentation of selected historic performance styles, with particular attention to physical manners and speech. Emphasis on Shakespearean language and performance, farce, and social comedy. Prerequisite: Th 341.	3 hrs. cr.
Th 331 (F, Odd) <b>History of the Theatre</b> (Writing Intensive) Theatre from primitive time through the Elizabethan period. Theatre and stage architecture, scene design, acting styles, theatre management, and the culture surrounding the theatrical event. Analysis of their relationship to dramatic literature.	3 hrs. cr.	Th 431 (S, Odd) <b>Creative Dramatics</b> Methods and techniques of teaching dramatic improvisations for young people through the exploration of various art forms appropriate for dramatic presentation with an emphasis on storytelling.	3 hrs. cr.
		Th 441 (F, Odd or Demand) <b>Stage Design</b> Scene design approached artistically. Focus on nonverbal communication between directors, designers, technicians, and audience members. Prerequisites Th 142 and Th 234.	3 hrs. cr.

Th 450 (F, S)

1-3 hrs. cr.

**Advanced Lab Practicum**

Advanced practical implementation of techniques learned at beginning and intermediate levels of theatre production in the areas of directing and design. Play production for public performance. May be repeated for credit.

Th 455 (Demand)

1-3 hrs. cr.

**Theatre Internships**

Internship in theatre provides selected students on-the-job training and experience. The student is supervised and evaluated by a committee of faculty and by the supervisor at the facility where the student works. May be taken twice.

Th 498 (Demand)

1-8 hrs. cr.

**Advanced Topics in Theatre**

Seminar in theatre for advanced students. Topic open. Approval of department head. Prerequisite: Advanced standing in major field with a GPA of 3.0. Enrollment must be approved by adviser, department head, and school dean.

Th 499 (F, S)

1-3 hrs. cr.

**Independent Study in Theatre**

Structured by the adviser with approval of department head. Prerequisite: Advanced standing in major field with GPA of 3.0. Enrollment must be approved by adviser, department head, and school dean.

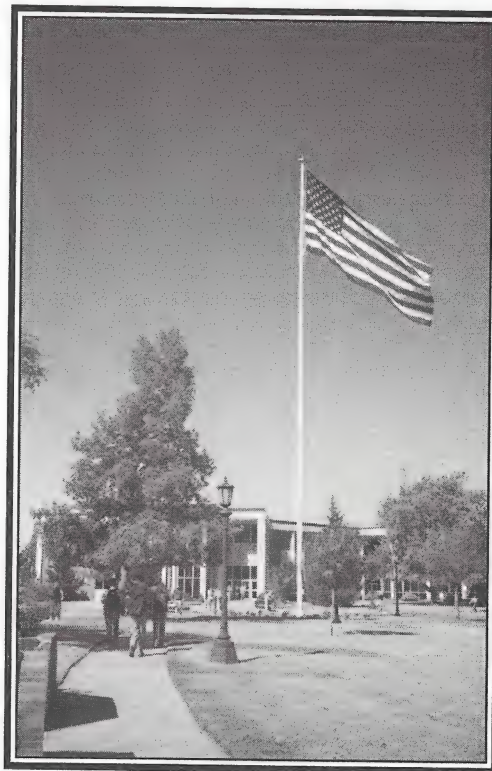


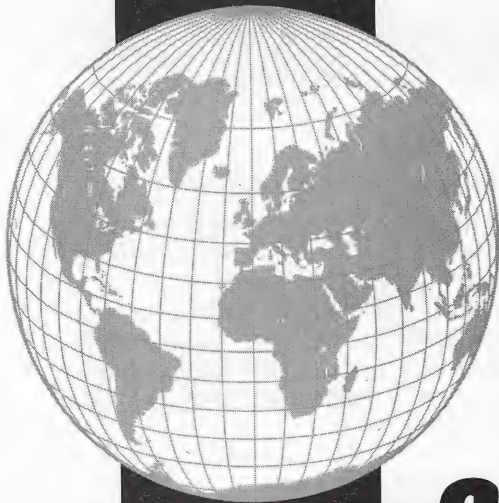
# *The Flag of Freedom*

**Dedicated September 11, 2002**

*With deep appreciation for a lasting  
memorial for victims and heroes of  
September 11, 2001*

*Missouri Southern State University*





# ***School of Business Administration***

**Accounting**

**Business Education**

**Entrepreneurship**

**Finance & Economics**

**General Business**

**Management**

**Management Technology**

**Marketing**

# SCHOOL OF BUSINESS ADMINISTRATION

## **School Dean**

**Brad A. Kleindl**

*Matthews Hall 302, 417.625.9319*

## **Degrees and Majors**

### **Bachelor of Science in Business Administration**

Accounting  
Finance and Economics  
General Business  
International Business  
Management  
Marketing

### **Associate of Science**

Accounting  
General Business

### **Concentration**

Entrepreneurship

### **Bachelor of Science in Education** (in cooperation with the School of Education)

Business Education as a single teaching field  
Business Education as one of two teaching fields

### **Bachelor of Science in Management**

**Technology** (in cooperation with the School of Technology)  
General Business

## **Mission**

The aim of all activity in the School of Business Administration is to assist students in the development of those intellectual, personal and professional attributes which will prepare them to exercise responsibility in the complex business environment of the future. The faculty of the School of Business Administration recognizes that the pace of change in our society will quickly render vocationally oriented information and training obsolete and that the routine details and techniques of the world of work must be acquired through actual experience. The role of the School of Business Administration, therefore, is not to teach skill-specific techniques or to offer training for the first job, but to provide the educational opportunity to allow students to develop familiarity with analysis, communications, leadership and interpersonal relations within the context of professional education for business administration.

## **Accreditation**

The School of Business Administration is accredited by the Association of Collegiate Business Schools and Programs. ACBSP is the leading specialized accreditation association for business education to support, celebrate, and reward teaching excellence.

## **Objectives**

The objectives of the School of Business Administration are:

1. to maintain a relevant curriculum which will provide the necessary managerial and administrative education for the School of Business Administration graduates;
2. to prepare the School of Business Administration graduates for leadership roles by stimulating rigorous, imaginative, analytical and probing attitudes so that the graduates can express themselves competently and apply problem-solving techniques;
3. to provide a faculty committed to teaching excellence, scholarship, and community service;
4. to maintain facilities and equipment necessary to foster high quality education in the School of Business Administration;
5. to interact with the business community to identify and serve their educational needs and to provide opportunity for professional growth for our students and faculty.

## **Student Organizations**

**The Accounting Club** is open to accounting students seeking information regarding the profession and association with practicing accountants. Members are encouraged to attend monthly technical meetings and social functions. Members are also encouraged to become active in one or more of the area's professional accounting organizations.

**Finance Investment Club** is open to all majors seeking practical experience in portfolio management. Members actively manage the fund, which consists of stocks, bonds and mutual funds. Students are encouraged to attend monthly meetings and join the National Financial Management Association.

**Omicron Delta Epsilon** is the honorary economics fraternity open to juniors with at least 15 hours in economics or finance and a 3.5 GPA in economics or finance courses.

**Delta Epsilon Chi** is open to all majors who are interested in learning the skills of developing marketing relationships. The club facilitates members' professional development by introducing students to leading marketers, firms engaged in marketing, field trips, and through club activities. Students learn leadership skills by participating in social and club activities.

**Phi Beta Lambda** is based on a set of goals, which includes the development of competent and aggressive business leadership, creation of more interest and understanding of American business enterprise, and participation in worthy undertakings for the improvement of business and citizenship. PBL is open to all business and computer science students and serves as a vehicle for professionals.

**Missouri Southern Business Education Association** is open to all business education majors. The organization is based on a set of goals to provide students information regarding the teaching profession and to prepare them for their career. Networking opportunities are made available for mem-

bers by having teachers, school administrators, state department personnel, and various other professionals speak at the meetings.

**Students in Free Enterprise (SIFE)** is a non-profit corporation organized to promote the free enterprise system. The group participates in regional and national competitions, winning regionals three years in a row and getting 1st runner-up twice at nationals.

**The Society of Human Resource Management** is based on a set of goals, which includes familiarizing students with human resource administration, industrial psychology, and labor relations. It is also designed to keep students up-to-date on new developments and to develop a nucleus of truly professional human resources for the future.

**The International Business Club** is available to any student interested in any phase of international business. Those currently attending are from all areas of business and several non-business majors. Both U.S. and international students are represented. The monthly meetings include guest speakers from different businesses engaged in international activities and from different countries, as well as field trips to area businesses.

## Small Business Development Center

The School of Business Administration, in conjunction with the Small Business Administration, has formed a Small Business Development Center. The SBDC was established in April 1987 and is located in the MSSU School of Business. The SBDC provides existing and start-up small businesses in Jasper, Newton, Barton, Vernon, and McDonald counties with free one-on-one consulting. In addition, the SBDC assists businesses with their training and educational needs. The Center seeks to serve those needs by developing and/or coordinating various seminars and workshops for the local businesses. The SBDC encompasses the following areas:

### The International Trade and Quality Center

The mission of the International Trade and Quality Center in the School of Business is to:

1. develop international consulting and other relevant services for four-state organizations and individuals who are or wish to be involved in international trade;
2. assist area organizations in their quest for continuous improvement of products, processes, and services to enhance quality while reducing cost;
3. enhance the business curriculum by providing international and quality resources, internship opportunities, and other appropriate assistance for faculty and students.

These objectives are met via assessment activities, research, educational programs, consulting, and serving as a clearing-house for materials such as books, literature, tapes, and equipment.

### The Southern Business and Economic Review

*The Southern Business and Economic Review* is published quarterly by the Small Business Development Center within the School of Business Administration. Each issue contains local economic indicators and articles of interest to local busi-

ness people. The Bureau also maintains a data bank of economic statistics, which is available to local business people.

### Business and Economic Lecture Series

The School of Business Administration sponsors an annual lecture series. Speakers of interest to both students and local business people appear each semester. Normally they speak both during the day and the evening. J. Peter Grace and William S. Rukeyser are two of the prominent speakers who have appeared in the series.

**SBDC Workshops** The School of Business Administration has established workshops to help local businesses with their training and educational needs. The Center seeks to serve those needs by developing and/or coordinating various seminars for the local businesses.

**The Center for Entrepreneurship's** primary purpose is to provide relevant and practical information concerning starting and running a small business. Courses are offered in the areas of management methods, accounting, financing, marketing, business plans, legal aspects, and business opportunities. These courses are offered via the Internet.

**The Heartland Procurement Technical Assistance Center** provides Southwest Missouri and Kansas businesses with general procurement counseling that can enable the businesses to expand their markets by selling goods and services to the government. Heartland PTAC offers assistance with bidder application forms, matching of products and/or services with appropriate buying activities, bid package review, pre-award and post-award assistance, and providing of specifications and other information needed to complete government bids.

## Business Core Requirements

All B.S.B.A. candidates must take the following "core" courses in addition to the courses required in their major (See course descriptions for prerequisites):

### Business Administration

#### Core Requirements

	Semester Hours
Acct 201 Principles of Accounting I . . . . .	3
Acct 202 Principles of Accounting II . . . . .	3
Econ 201 Principles of Economics-Macro . . . . .	3
Econ 202 Principles of Economics-Micro . . . . .	3
Econ 350 Financial Management . . . . .	3
GB 301 Legal Environment of Business I . . . . .	3
GB 320 Business Communication (WI) . . . . .	3
GB 321 Business Statistics I . . . . .	3
MM 237 Using Information Systems . . . . .	3
MM 300 Principles of Marketing . . . . .	3
MM 350 Principles of Management (WI) . . . . .	3
MM 452 Strategic Management (WI) . . . . .	3
MM 490 Career Portfolio Development . . . . .	1
Advanced Business Elective* . . . . .	3
<b>Total Business Core . . . . .</b>	<b>40</b>

## 154 / Accounting

\*Must be selected in consultation with adviser from 300 or 400 level courses in School of Business Administration. May not be "double counted" as part of major requirements. Mathematics - All candidates for the B.S.B.A. degree must complete Mathematics 130 or higher (Finite Mathematics 131 recommended) as their Core Curriculum mathematics course.

### ACCOUNTING

Matthews Hall 309A, 417.625.3122

**Faculty** Comstock - Head, Harris, Huffman, D. Smith, J. Smith

The B.S.B.A. accounting major course of study is designed to prepare the student to enter any area of the accounting profession, to successfully complete the Certified Public Accountant or other professional certification examination, and/or to enter graduate school.

Prospective accounting majors should take note of the requirements for entry into the profession. The State of Missouri requires 150 hours of college credit, including an undergraduate degree, before a candidate may sit for the Certified Public Accountant examination. Most other states have similar requirements. The American Institute of Certified Public Accountants requires new members to have 150 semester hours of college credit in order to join. Accounting majors desiring to meet this requirement should note the "150-hour" recommendations at the end of the B.S.B.A. suggested order of study or plan to attend graduate school (see your adviser).

The A.S. accounting program of study is designed to prepare the student for bookkeeping tasks, which are a part of the accounting function. Graduates of this program usually serve in entry-level positions in private businesses.

A minor in accounting for both BSBA and non-BSBA degree candidates is also offered.

### Associate of Science with a Concentration in Accounting

	Semester Hours
<b>Core Requirements (p. 33)</b> .....	<b>25-26</b>
<b>Accounting Concentration</b> .....	<b>36</b>
Acct 201 Principles of Accounting I .....	3
Acct 202 Principles of Accounting II .....	3
Acct 312 Intermediate Accounting I .....	3
Acct 322 Intermediate Accounting II .....	3
Acct 375 Tax Accounting I .....	3
GB 301 Legal Environment of Business I .....	3
GB 320 Business Communication (WI) .....	3
Econ 201 Principles of Economics-Macro .....	3
Econ 202 Principles of Economics-Micro .....	3
MM 237 Using Information Systems .....	3
MM 350 Principles of Management (WI) .....	3

Elective selected from: .....	3
Acct 325 Managerial Accounting	
GB 302 Legal Environment of Business II	
GB 321 Business Statistics I	
<b>Business Elective</b> .....	<b>3</b>
<b>Total</b> .....	<b>64-65</b>

### Bachelor of Science in Business Administration with an Emphasis in Accounting

	Semester Hours
<b>Core Requirements (p. 32) 51*</b> .....	<b>48</b>
<b>Business Core (p. 153)</b> .....	<b>40</b>
<b>Accounting Major</b> .....	<b>27</b>
Acct 312 Intermediate Accounting I .....	3
Acct 322 Intermediate Accounting II .....	3
Acct 332 Intermediate Accounting III .....	3
Acct 375 Tax Accounting I .....	3
Acct 380 Accounting Information Systems .....	3
Acct 385 Cost Accounting .....	3
Acct 411 Auditing .....	3
Upper-level Accounting Electives .....	6
(must be chosen with adviser approval)	
Internships, independent studies, and VITA will not fulfill this requirement.	
<b>Electives</b> .....	<b>9</b>
<b>Total</b> .....	<b>124</b>

\*Required course in economics (Econ 201) satisfies major requirement and three hours of Core Curriculum.

The following courses are recommended as electives for accounting majors. Many schools require these classes before a student may be admitted to graduate study.

GB 322 Business Statistics II .....	3
Math 302 Calculus for Management and Social Sciences .....	3
MM 431 Operations Management .....	3

### Minor in Accounting (Non-BSBA degree candidates)

Required:	
Acct 312 Intermediate Accounting I .....	3
Acct 375 Tax Accounting I .....	3
GB 301 Legal Environment of Business I .....	3
Econ 350 Financial Management .....	3
Upper-level accounting electives .....	6
Choose one: .....	3
Acct 385 Cost Accounting	
Acct 325 Managerial Accounting	
<b>Total for Minor (Accounting)</b> .....	<b>21</b>

### Minor in Accounting (BSBA degree candidates)

Required:	
Acct 312 Intermediate Accounting I .....	3
Acct 375 Tax Accounting I .....	3

Acct 385	Cost Accounting	3
Upper-level accounting electives		9
<b>Total for Minor (Accounting)</b>		<b>18</b>

Econ 350	Financial Management	3
CORE	[International Cultural Studies] (IB 420 Intern'l Acct strongly recommended)	3
CORE	[Humanities & Fine Arts Elective] (See Core Requirements, page 41)	3
Acct 385	Cost Accounting	3
		<b>18</b>

## Suggested Order of Study

### Bachelor of Science in Business Administration Major Code 0502 Accounting Emphasis

#### Freshman Year

Course		Hours
CORE	[Eng 101 Comp I]	3
CORE	[Math 131 Finite Math]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Bio 101 General Biology]	4
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>16</b>

#### 2nd Semester

CORE	[Eng 102 Comp II]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Comm 100 Oral Communication]	3
MM 237	Using Information Systems	3
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

#### Sophomore Year

Course		Hours
Acct 201	Principles of Accounting I	3
CORE	[Econ 201 Principles of Econ-Macro]	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Fine Arts (Art 110, Mus 110 or Th 110)]	3
CORE	[Hist 110 American History]	3
		<b>15</b>

#### 2nd Semester

Acct 202	Principles of Accounting II	3
Econ 202	Principles of Economics-Micro	3
CORE	[Literature (Eng 261, 262, 271, 272, 281 or 282)]	3
CORE	[Hist 120 American History]	3
Elective		3
		<b>15</b>

#### Junior Year

Course		Hours
Acct 312	Intermediate Accounting I	3
Acct 375	Tax Accounting I	3
GB 301	Legal Environment of Business I	3
GB 321	Business Statistics I	3
MM 350	Principles of Management (WI)	3
		<b>15</b>

#### 2nd Semester

Acct 380	Accounting Information Systems	3
Acct 322	Intermediate Accounting II	3
GB 320	Business Communication (WI)	3
MM 300	Principles of Marketing	3
Upper-level	Business Elective	3
		<b>15</b>

#### Senior Year

Course		Hours
Acct 332	Intermediate Accounting III	3
Acct 411	Auditing	3

#### 2nd Semester

Upper-level	Accounting Electives (Must be selected with adviser approval. Internships, independent studies, and VITA will not fulfill this requirement.)	6
MM 452	Strategic Management (WI)	3
MM 490	Career Portfolio Development	1
Electives		5
		<b>15</b>

### 150-Hour Recommendations

Accounting courses that are helpful in passing the CPA examination include Tax Accounting II, Governmental and Nonprofit Accounting, Advanced Cost Accounting, and Forensic and Investigative Accounting. Beyond additional accounting courses, the student may find it helpful to concentrate any remaining hours in a single area such as finance, computer science, communications, a foreign language, total quality management or similar pursuits. Students may wish to consider a double-major in Accounting and CIS.

### Bachelor of Science in CIS - Information Systems Option and Bachelor of Science in Business Administration - Selected Business Emphasis

<b>Core Requirements (p. 32) 51*</b>	<b>45</b>
<b>CIS Core</b>	<b>33</b>
<b>Business Core</b>	<b>34</b>

Acct 201	Accounting I	3
Acct 202	Accounting II	3
Econ 201	Principles of Economics (Macro)	3
Econ 202	Principles of Economics (Micro)	3
Econ 350	Financial Management	3
GB 301	Legal Environment of Business I	3
GB 320	Business Communication (WI)	3
GB 321	Business Statistics I	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management (WI)	3
MM 452	Strategic Management (WI)	3
MM 490	Career Portfolio Development	1

### Business Emphasis Area 18-27 (Select one)\*\*

Accounting	27
Finance and Economics	24
General Business	18
International Business	18
Marketing	18
Management	18
<b>Supporting Requirement</b>	<b>3</b>
Math 130 College Algebra	3
<b>Total</b>	<b>133-142</b>

\*Math and economics courses in major requirements satisfy six hours of the core.

\*\*See adviser for course requirements.

**Associate of Science**

Major Code 5002

**Accounting Concentration****Freshman Year****1st Semester**

Acct 201	Principles of Accounting I	3
CORE	[Eng 101 Comp I]	3
CORE	[Hist 110 or Hist 120]	3
CORE	[Math 30 or higher]	3
CORE	[Kine 103 Lifetime Wellness]	2
MM 237	Using Information Systems	3
		<b>17</b>

**2nd Semester**

Acct 202	Principles of Accounting II	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Art 110, Mus 110, Th 110, Literature or Phil 201]	3
GB 320	Business Communication (WI)	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

**Sophomore Year****1st Semester**

Acct 312	Intermediate Accounting I	3
Acct 375	Tax Accounting I	3
CORE	[Bio 101 or Phys 100]	4-5
CORE	[Econ 201 Principles of Econ-Macro]	3
Business Elective		3
		<b>16-17</b>

**2nd Semester**

Acct 322	Intermediate Accounting II	3
GB 301	Legal Environment of Business I	3
Econ 202	Principles of Economics-Micro	3
MM 350	Principles of Management (WI)	3
Business Elective	(Acct 325, GB 302, GB 321)	3
Missouri Constitution Requirement	See pg. 35	3
		<b>18</b>

**For additional information contact:**

Dr. S. Mark Comstock

Office: Matthews Hall 309A

Phone: 417.625.3122

Email: comstock-m@mssu.edu

assets, present value concepts, investments, stockholders' equity, and the statement of cash flows. Prerequisite: Acct 201.

Acct 312 (F, S)

3 hrs. cr.

**Intermediate Accounting I**

First of three courses that comprehensively cover financial accounting for business enterprises (with emphasis on the corporation). The course is organized in these areas: (1) environment of financial accounting and basic theory underlying financial accounting; (2) accounting process from transaction analysis to financial statements; (3) statement analysis and revenue recognition, and (4) accounting for certain assets. Prerequisite: Acct 202.

Acct 322 (F, S)

3 hrs. cr.

**Intermediate Accounting II**

Second of three courses that comprehensively cover financial accounting for business enterprises (with emphasis on the corporation). Emphasizes topics in areas of: (1) accounting for assets and liabilities and (2) shareholders' equity. Prerequisite: Acct 312.

Acct 325 (F, S)

3 hrs. cr.

**Managerial Accounting**

Use of accounting as a tool for the process of planning, controlling, and decision-making. Emphasis on where accounting data is obtained, what kind of information is needed, and how it is used in the management process. This course may not be taken by the accounting major to satisfy accounting core requirements. Prerequisite: Acct 202.

Acct 332 (F, S)

3 hrs. cr.

**Intermediate Accounting III**

Third of three courses that comprehensively cover financial accounting concepts and standards for business enterprises (with emphasis on the corporation). Coverage includes (1) earnings per share, (2) investments, (3) income taxes, (4) post-retirement benefits, (5) leases, (6) cash flows, and (7) accounting changes and errors. Prerequisite: Acct 322.

Acct 375 (F)

3 hrs. cr.

**Tax Accounting I**

Procedures for reporting federal income taxes with emphasis on income and deductions for individuals. Practice in preparing federal income tax returns. Prerequisite: Acct 202 or permission.

Acct 380 (F, S)

3 hrs. cr.

**Accounting Information Systems**

A comprehensive study of the objectives, uses, evaluation, and design of accounting information systems. The course is for students who will soon be assuming the responsibilities of professional accountants and need to know how accounting information systems function. Prerequisite: Acct 312.

Acct 385 (F)

3 hrs. cr.

**Cost Accounting**

Study of accounting cost systems providing information generation for managerial planning and control. Special emphasis is placed on Quality Management as applied to industrial and service enterprises. Prerequisites: Acct 202, GB 321, Acct 380.

Acct 402 (F, S)

3 hrs. cr.

**Advanced Accounting**

Application of accounting principles of business combinations, consolidated financial statements, foreign currency transactions, international accounting and the work of the International Accounting Standards Committee. Prerequisite: Acct 322.

Acct 408 (S)

3 hrs. cr.

**Tax Accounting II**

Procedures for reporting federal income taxes with emphasis on corporations, partnerships, estates and trusts. Practice in preparing federal income tax returns of these business entities. Prerequisite: Acct 375 or permission.

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## Course Descriptions

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Acct 201 (F, S)

3 hrs. cr.

**Principles of Accounting I**

An introduction to accounting as an information communication function that supports economic decision-making. The topics covered should help students to understand financial statements and their preparation, the accounting cycle, and basic accounting for current assets. Prerequisites or corequisites: Math 130 or 131, MM 237 or basic spreadsheet familiarity.

Acct 202 (F, S)

3 hrs. cr.

**Principles of Accounting II**

Continued development of the understanding of accounting as a critical tool of business communication. Emphasis is on non-current

Acct 411 (F, S) 3 hrs. cr.

**Auditing**

Overview of the certified public accounting profession with special attention to auditing standards, professional ethics, the legal liability inherent in the attest function, the study and evaluation of internal control, the nature of evidence, the growing use of statistical sampling, and performing an audit. Prerequisites: Acct 322, Acct 380.

Acct 421 (F) 3 hrs. cr.

**Governmental and Nonprofit Accounting**

Study of accounting principles, standards and procedures that apply to governmental entities. Primary emphasis is accounting for municipalities. Provides background for studying accounting systems of colleges and universities, hospitals, and other nonprofit entities. Prerequisite: Acct 322.

Acct 422 (Demand) 3 hrs. cr.

**Advanced Cost Accounting**

Advanced study in decision models and cost information, system choice, strategy, and management control. Special emphasis on Quality Management and time related management control initiatives. Prerequisite: Acct 385.

Acct 431 (S) 3 hrs. cr.

**Forensic and Investigative Accounting**

An integration of concepts from auditing, emphasizing forensic and investigative accounting, as well as fraud examination. In addition, examination of internal, operational, and compliance audits, as well as specialized reports. Prerequisite: Acct 411.

Acct 491 (Demand) 1-6 hrs. cr.

**Internship in Accounting**

An internship for senior accounting students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.00 GPA and department approval.

Acct 498 (Demand) 1-3 hrs. cr.

**Advanced Topics in Accounting**

For upper division accounting or related majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission.

Acct 499 (Demand) 1-3 hrs. cr.

**Independent Study in Accounting**

Individually directed readings, research, and discussion in selected areas of accounting for advanced majors. Scope, depth, area of concentration, and credit to be arranged upon entry into course. Offered by arrangement. Prerequisite: Permission and a minimum 3.0 GPA.

# **BUSINESS EDUCATION**

Matthews Hall 307B, 417.625.9603

Faculty Block, Rusley

## **Bachelor of Science in Education (Business Major)**

The B.S.E. business major course of study prepares graduates to teach business as either a single or dual field at the secondary level.

Business education majors must have a cumulative GPA of 2.75 in all course work and must maintain a cumulative GPA of 2.75 in their business courses.

## **Bachelor of Science in Education with Business as a Single Teaching Field**

(Plan B)

Semester Hours

<b>Core Requirements (p. 32)</b>	<b>51</b>
<b>Education Courses (p. 189)</b>	<b>41</b>
<b>Business Major</b>	<b>42</b>
Acct 201 Principles of Accounting I	3
Acct 202 Principles of Accounting II	3
Econ 201 Principles of Economics-Macro	3
Econ 202 Principles of Economics-Micro	3
GB 110 Computer Formatting	3
GB 301 Legal Environment of Business I	3
GB 312 Principles of Business Education	3
GB 320 Business Communication (WI)	3
MM 237 Using Information Systems	3
MM 300 Principles of Marketing	3
MM 337 Management Information Systems	3
MM 350 Principles of Management (WI)	3
MM 405 Internet Marketing	3
Business Elective	3
<b>Total</b>	<b>134</b>

Students can graduate with 128 hours if Psy 100 and Econ 201 are taken to fulfill college core requirements.

## **Bachelor of Science in Education with Business as One of Two Teaching Fields**

(Plan A)

Semester Hours

<b>Core Curriculum (p. 32)</b>	<b>51</b>
<b>Education Courses (p. 189)</b>	<b>41</b>
<b>Business Major</b>	<b>30</b>
Acct 201 Principles of Accounting I	3
Acct 202 Principles of Accounting II	3
Econ 201 Principles of Economics-Macro	3
GB 110 Computer Formatting	3
GB 301 Legal Environment of Business I	3
GB 320 Business Communication (WI)	3
MM 237 Using Information Systems	3
MM 337 Management Information Systems	3
MM 405 Internet Marketing	3
Business Elective	3
<b>Total</b>	<b>122</b>

## Suggested Order of Study

### Bachelor of Science in Education

Major Code 9023

#### Plan B-Single Teaching Field Business Education

#### Freshman Year

##### 1st Semester

Course		Hours
CORE	[Eng 101 Comp I]	3
CORE	[Hist 110 U.S. History]	3
CORE	[Art 110, Mus 110 or Th 110]	3
CORE	[Psy 100 Gen Psychology]	3
Educ 100	Introduction to Teacher Education I	1
GB 110	Computer Formatting (GB 105)	3
		<b>16</b>

##### 2nd Semester

CORE	[Eng 102 Comp II]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
CORE	[Hist 120 or 320]	3
CORE	[Math 131 Finite Math]	3
MM 237	Using Information Systems	3
Educ 302	Exceptional Child	2
		<b>17</b>

#### Sophomore Year

##### 1st Semester

CORE	[Econ 201 Principles of Econ-Macro]	3
Acct 201	Principles of Acct. I (Math 131, MM 237)	3
CORE	[Bio 101 General Biology]	4
Educ 200	Introduction to Teacher Education II	1
CORE	[Literature (Eng 261, 262, 271, 272, 281, 282)]	3
CORE	[Kine 101 Physical Activity]	1
Psy 310	Educational Psychology	2
		<b>17</b>

##### 2nd Semester

Acct 202	Principles of Accounting II (Acct 201)	3
Econ 202	Principles of Economics-Micro	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Comm 100 Oral Communication]	3
		<b>16</b>

#### Junior Year

##### 1st Semester

MM 405	Internet Marketing	3
GB 301	Legal Environment of Business I	3
Educ 321	Microteaching, Secondary	2
Educ 329	Pedagogical Theory, Methods & Practices	4
Educ 423	Classroom Management	2
Psy 301	Adolescent Psychology	3
		<b>17</b>

##### 2nd Semester

CORE	[Humanities and Fine Arts]	3
	Business Elective	3
GB 320	Business Communication (WI) (Eng 102)	3
MM 300	Principles of Marketing (Econ 202)	3
Educ 422	Content Area Literacy: Secondary	2
		<b>14</b>

#### Senior Year

##### 1st Semester

CORE	[International Cultural Studies]	3
GB 312	Principles of Business Education	3
MM 337	Management Information Systems	3

MM 350	Principles of Management (WI)	3
Educ 301	Computer Software in Education	3
		<b>15</b>

#### 2nd Semester

##### Professional Semester

Educ 336	Teaching Business, Secondary	2
Educ 402	Foundations of Education	2
Educ 432	Critical Issues in Education	2
Educ 462	Student Teaching Secondary	8
Psy 412	Measurement & Evaluation	2
		<b>16</b>

[Department Recommendations]  
[Prerequisites]

#### For additional information contact:

Dr. Beverly Block  
Office: Matthews Hall 307B  
Phone: 417.625.9603  
Email: block-b@mssu.edu

## ENTREPRENEURSHIP

Matthews Hall 107B, 417.625.9520

#### Faculty Bradshaw, Krudwig, Robinson

A concentration in entrepreneurship is offered for all students, regardless of major, to enhance success of small business start-ups. This concentration prepares the students to start their own businesses. A Certificate of Entrepreneurship will be issued to students who successfully complete the fifteen entrepreneurship courses. These courses are offered via the Internet.

#### Requirements for a Concentration in Entrepreneurship:

	Semester Hours
Ent 201	Developing a Business Plan . . . . . 1
Ent 202	Business Opportunities . . . . . 1
Ent 203	Legal Aspects for Entrepreneurs . . . . . 1
Ent 204	Initial Capitalization . . . . . 1
Ent 205	Cash Flow Analysis . . . . . 1
Ent 206	Microcomputer Applications . . . . . 1
Ent 207	Accounting Procedures . . . . . 1
Ent 208	Accounting Records . . . . . 1
Ent 209	Accounting Taxation . . . . . 1
Ent 210	The Management Process for Entrepreneurs . . . . . 1
Ent 211	Strategic Planning & Organizing . . . . . 1
Ent 212	Human Resource Issues For Entrepreneurs . . . . . 1
Ent 213	Promotion . . . . . 1
Ent 214	Pricing . . . . . 1
Ent 215	Merchandise/Inventory Planning . . . . . 1

**For additional information contact:**

Karen Bradshaw  
Office: Matthews Hall 107B  
Phone: 417.625.9520  
Email: bradshaw-k@mssu.edu

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## Course Descriptions

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**ENT 201 (F) 1 hr. cr.**  
**Developing a Business Plan**

This course focuses on the proper techniques to use in preparing and presenting a business plan, which will provide the necessary goals and directions for creating, managing, and gaining profit from a business.

**ENT 202 (F) 1 hr. cr.**  
**Business Opportunities**

A course concentrating on analyzing the feasibility of starting or expanding a business venture. Topics include developing strategies for various types of existing business ventures and new startups, product positioning, the purchase of existing businesses, franchising, and determining and creating a competitive advantage for products and services.

**ENT 203 (F) 1 hr. cr.**  
**Legal Aspects for Entrepreneurs**

This course will cover the formation, advantages and disadvantages of corporations, partnerships, LLCs, and sole proprietorships as different forms of legal ownership for new businesses. Topics include business licenses, business insurance, government regulations, government support systems, liability, and ethical issues.

**ENT 204 (S) 1 hr. cr.**  
**Initial Capitalization**

A course to help prepare the entrepreneur for presenting their "initial capital" needs to the appropriate audience in obtaining financing for their new business.

**ENT 205 (S) 1 hr. cr.**  
**Cash Flow Analysis**

A course for preparing analysis on a new or existing business in the areas of business operating cycle, quality indicators, financial ratios, permanent working capital, and cash flow analysis.

**ENT 206 (S) 1 hr. cr.**  
**Microcomputer Applications**

A course to prepare the entrepreneur for applying computerized accounting technology to a small business situation. QuickBooks for Windows will be used for the course.

**ENT 207 (F) 1 hr. cr.**  
**Accounting Procedures**

A course to teach entrepreneurs accounting concepts so they will have background knowledge of the how and why of financial statement preparation as related to managing small businesses.

**ENT 208 (F) 1 hr. cr.**  
**Accounting Records**

A course to acquaint entrepreneurs with the various accounting and financial records needed to successfully operate a small business.

**ENT 209 (F) 1 hr. cr.**  
**Accounting Taxation**

A course to acquaint entrepreneurs with the tax consequences of the different forms of business organization and the documents necessary to get a business "legal" with authorities for "tax" purposes.

**ENT 210 (S) 1 hr. cr.**  
**The Management Process for Entrepreneurs**

A course to acquaint the entrepreneur with basic theories and principles of management as they relate to an entrepreneurial and newly formed business. Using E-commerce in traditional companies will be evaluated. Small business survival by gaining the competitive edge will be stressed.

**ENT 211 (S) 1 hr. cr.**  
**Strategic Planning & Organizing**

A course to help small business people develop and implement management strategies for efficiency and to learn and practice the important functions of planning and organizing a small business. Topics include the balanced scorecard concept, analytical tools, methods of managing entrepreneurial firms, and the formation of strategy for E-commerce trends and the application of this strategy.

**ENT 212 (S) 1 hr. cr.**  
**Human Resource Issues for Entrepreneurs**

This course is designed to help the students and owners of small businesses improve their human relations skills needed in running a business. The discovering of one's management style and the development of new management skills will be covered.

**ENT 213 (S) 1 hr. cr.**  
**Promotion**

This course will introduce the entrepreneur to the complexities of advertising for smaller businesses. The entrepreneur will learn to develop the marketing goals of a business and select a marketing mix to communicate those ideas to the marketplace. Utilizing the Internet in promotional strategies will be covered.

**ENT 214 (S) 1 hr. cr.**  
**Pricing**

This course will concentrate on the pricing of products for a small business for profit, and the development of pricing strategies and sales promotion techniques, that will allow businesses to attract customers for the buying process. The emphasis will be on pricing strategies for goods and/or services.

**ENT 215 (S) 1 hr. cr.**  
**Merchandise/Inventory Planning**

This course will acquaint the entrepreneur with various techniques of inventory/merchandise planning and controls. It also will also focus on merchandising strategies, salesmanship, location analysis, and the purchasing function.

## FINANCE AND ECONOMICS

Matthews Hall 310E, 417.625.9716

**Faculty** Rawlins - Head, Abrahams, Buchholz, La Near, Nichols

The B.S.B.A. finance and economics major course of study is designed to prepare graduates for careers in financial institutions, corporations, financial planning firms, government, and other public and private sector positions, as well as for graduate study.

**Bachelor of Science in Business Administration  
with an Emphasis in Finance and Economics**

Semester Hours

**Economics Concentration**

<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Economics</b>	<b>21</b>
Econ 300 Money and Banking	3
Econ 401 Microeconomic Analysis	3
Econ 402 Macroeconomic Analysis	3
GB 322 Business Statistics II	3
IntS 304 Comparative Political Economy	3
<b>Choose two:</b>	<b>6</b>
Econ 320 Pension Planning	
Econ 370 Estate Planning	
Econ 411 Investments	
Econ 420 Security Analysis	
Econ 440 Advanced Financial Planning	
Econ 450 Financial Strategy	
Econ 330 Principles of Insurance	
Econ 498 Seminar in Economics	
IB 430 International Corporate Finance	
MIDS 402 Introduction to Sustainability	
<b>Electives</b>	<b>15</b>
<b>Total</b>	<b>124</b>

**Certified in Financial Management Concentration**

<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Finance Core</b>	<b>9</b>
GB 101 Introduction to Personal Financial Planning	
Econ 300 Money and Banking	
Econ 411 Investments	
<b>Required CFM:</b>	<b>18</b>
Acct 325 Managerial Accounting	3
Econ 401 Microeconomic Analysis	
OR	
Econ 402 Macroeconomic Analysis	3
Econ 450 Financial Strategy	3
<b>Choose three:</b>	<b>9</b>
Acct 312 Intermediate Accounting I	
Acct 322 Intermediate Accounting II	
Acct 375 Tax Accounting I	
Econ 320 Pension Planning	
Econ 330 Principles of Insurance	
Econ 370 Estate Planning	
Econ 401 Microeconomic Analysis	
Econ 402 Macroeconomic Analysis	
Econ 420 Security Analysis	
Econ 440 Advanced Financial Planning	
MM 431 Operations Management	
IB 430 International Corporate Finance	
<b>Electives</b>	<b>9</b>
<b>Total</b>	<b>124</b>

**Chartered Financial Analyst Concentration**

<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Finance Core</b>	<b>9</b>
GB 101 Introduction to Personal Financial Planning	
Econ 300 Money and Banking	
Econ 411 Investments	
<b>Required CFA:</b>	<b>18</b>
Acct 312 Intermediate Accounting I	3
Econ 401 Microeconomic Analysis	
OR	
Econ 402 Macroeconomic Analysis	3
Econ 420 Security Analysis	3
Econ 450 Financial Strategy	3
<b>Choose two:</b>	<b>6</b>
Econ 320 Pension Planning	
Econ 370 Estate Planning	
Econ 401 Microeconomic Analysis	
Econ 402 Macroeconomic Analysis	
Econ 440 Advanced Financial Planning	
GB 322 Business Statistics II	
MM 431 Operations Management	
IB 430 International Corporate Finance	
<b>Electives</b>	<b>9</b>
<b>Total</b>	<b>124</b>

**Personal Financial Planning Concentration**

<b>Core Requirements (p.32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Finance Core</b>	<b>9</b>
GB 101 Introduction to Personal Financial Planning	
Econ 300 Money and Banking	
Econ 411 Investments	
<b>Required Financial Planning:</b>	<b>21</b>
Econ 320 Pension Planning	
Econ 330 Principles of Insurance	
Econ 370 Estate Planning	
Econ 420 Security Analysis	
Econ 440 Advanced Financial Planning	
Acct 375 Tax Accounting I	
Acct 408 Tax Accounting II	
<b>Electives</b>	<b>6</b>
<b>Total</b>	<b>124</b>

\*Required course in economics (Econ 201) satisfies major requirement and three hours of Core Curriculum.

**Minor in Finance/Economics**
**(Non-BSBA degree candidates)**

Acct 201 Principles of Accounting I	3
Econ 201 Principles of Economics-Macro	
OR	
Econ 180 American Economic System	3
Econ 202 Principles of Economics-Micro	3
Econ 300 Money and Banking	3
<b>Choose three:</b>	<b>9</b>
Acct 202 Principles of Accounting II	
Econ 320 Pension Planning	
Econ 330 Principles of Insurance	

Econ 350	Financial Management	
Econ 370	Estate Planning	
Econ 401	Microeconomic Analysis	
Econ 402	Macroeconomic Analysis	
Econ 411	Investments	
Econ 420	Security Analysis	
Econ 440	Advanced Financial Planning	
Econ 450	Financial Strategy	
IB 430	International Corporate Finance	
<b>Total for Minor</b>		<b>21</b>

## Minor in Finance/Economics (BSBA degree candidate)

Required:

Econ 300	Money and Banking	3
Econ 411	Investments	3
Econ 401	Microeconomic Analysis	
OR		
Econ 402	Macroeconomic Analysis	
OR		
Econ 450	Financial Strategy	3
Upper level Economics/Finance Electives		9
<b>Total for Minor</b>		<b>18</b>

CORE	[Literature (Eng 261, 262, 271, 272, 281 or 282)]	3
CORE	[Hist 120 American History]	3
CORE	[Comm 100 Oral Communication]	3
		<b>15</b>

### Junior Year

<b>1st Semester</b>		
Econ 300	Money and Banking	3
GB 321	Business Statistics I	3
GB 301	Legal Environment of Business I	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management (WI)	3
		<b>15</b>

<b>2nd Semester</b>		
GB 320	Business Communication (WI)	3
Econ 350	Financial Management	3
Econ 402	Macroeconomic Analysis	
OR		
Acct 325	Managerial Accounting	
OR		
Acct 312	Intermediate Accounting I	3
Advanced Business Elective	(must be selected in consultation with faculty adviser from courses numbered 300 or above within the School of Business Administration)	3
<b>Electives</b>		<b>3</b>
		<b>15</b>

### Senior Year

<b>1st Semester</b>		
Econ 401	Microeconomic Analysis	
OR		
Advanced Finance/Economics Elective	(must be selected in consultation with faculty adviser from courses numbered 300 or above)	3
Econ 411	Investments	3
Advanced Elective	in Economics (selected in consultation with faculty adviser from courses numbered 300 or above)	3
CORE	[International Cultural Studies] (IB 310 strongly recommended)	3
CORE	[Hum & Fine Arts Elective] (See Core Requirements, p. 33)	3
Elective		2
		<b>17</b>

<b>2nd Semester</b>		
Econ 402	Macroeconomic Analysis	
OR		
Econ 450	Financial Strategy	3
Econ 420	Security Analysis	
OR		
GB 322	Business Statistics II	3
Advanced Electives	in Economics (selected in consultation with faculty adviser from courses numbered 300 or above)	7
MM452	Strategic Management (WI)	3
		<b>16</b>

## Suggested Order of Study

### Bachelor of Science in Business Administration Major Code 0508, 0509, 0510, 0511 Finance and Economics Emphasis

#### Freshman Year

<b>1st Semester</b>		
Course		Hours
CORE	[Eng 101 Comp 1]	3
CORE	[Math 131 Finite Math]	
OR		
CORE	[Math 130 College Algebra]	3
CORE	[PSc 120 Gov't:U.S./Sta/Loc]	3
CORE	[Bio 101 General Biology]	4
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>16</b>

<b>2nd Semester</b>		
CORE	[Eng 102 Comp II]	3
CORE	[Phys 100 Fund of Phys Sci]	5
GB 101	Intro to Personal Financial Planning	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

#### Sophomore Year

<b>1st Semester</b>		
Acct 201	Principles of Accounting I	3
CORE	[Econ 201 Principles of Econ-Macro]	3
MM 237	Using Information Systems	3
CORE	[Fine Arts (Art 110, Mus 110 or Th 110)]	3
CORE	[Hist 110 American History]	3
		<b>15</b>

<b>2nd Semester</b>		
Acct 202	Principles of Accounting II	3
Econ 202	Principles of Economics-Micro	3

#### For additional information contact:

Dr. Richard Rawlins  
Office: Matthews Hall 310E  
Phone: 417.625.9716  
Email: rawlins-r@mssu.edu

## Course Descriptions

Econ 180 (F, S, Su) 3 hrs. cr.  
**The American Economic System**

A core course on the goals, organization, and operation of the U.S. economy. Topics include: scarcity and choice; the role of profits, saving, investment, and competition as a pricing mechanism in the allocation of resources; the economic functions of government including fiscal and monetary policy tools used for macroeconomic stabilization; limitations of the market system; other types of economic systems; and the rationale for international trade and the effects of trade barriers. Not for business majors or for those who have taken Econ 201.

Econ 201 (F, S) 3 hrs. cr.  
**Principles of Economics (Macro)**

A basic course that explains the organization, operation, and goals of the U.S. economic system with emphasis on basic principles and concepts; measurement, determination, and stabilization of national income; unemployment and inflation; the role of money and monetary policy; and current economic problems. Prerequisite: Math 130 or above.

Econ 202 (F, S) 3 hrs. cr.  
**Principles of Economics (Micro)**

A continuation of economic principles with emphasis on the theory of price determination and income distribution, with particular attention to the nature and application of those bearing on decision-making within a household, firm, or industry; cost and revenue implications of various product and factor market structures; and international trade and finance. Prerequisites: Math 130 or above and Econ 201.

Econ 300 (F, S) 3 hrs. cr.  
**Money and Banking**

The nature, need, functions, role, creation, and destruction of money and credit; financial institutions and their functions with special emphasis on the commercial banking system and the Federal Reserve system; introduction to monetary theory and policy; and international aspects of money and monetary policy. Prerequisite: Econ 201.

Econ 320 (F) 3 hrs. cr.  
**Pension Planning**

Pension Planning is the establishment, implementation, and management of private retirement plans. Topics include: the history of private pension plans in the United States, the debate over defined benefit versus defined contribution plans, tax considerations in pension planning, important aspects of various types of pension plans, funding of pension plans, terminating pension plans, and investment issues for pension plans. Prerequisites: Econ 202, Acct 201, and Acct 202.

Econ 330 (F) 3 hrs. cr.  
**Principles of Insurance**

Survey of the fundamentals of insurance, including risk management, interpretation of policies, property insurance, liability insurance, health insurance, and life insurance. Prerequisites: Econ 201 and 202.

Econ 350 (F, S) 3 hrs. cr.  
**Financial Management**

Study of the financial operating environment and financial analysis; risk and valuation; time value of money; capital budgeting; cost of capital and leverage; working capital management; and dividend policy. Prerequisites: Econ 201 and 202, Acct 202, and GB 321.

Econ 370 (S) 3 hrs. cr.  
**Estate Planning**

The study of the efficient conservation and transfer of wealth, consistent with the client's goals. The course will consider the legal, tax, financial, and non-financial aspects of this process. Topics covered will include trusts, wills, probate, advanced directives, charitable giv-

ing, wealth transfers, and related taxes. Prerequisites: Econ 350, Acct 375, and GB 301.

Econ 401 (F) (odd years) 3 hrs. cr.  
**Microeconomic Analysis**

The price system and resource allocation through a system of markets and prices; price and output determination in perfect and imperfect markets; resource markets; and income determination. Prerequisites: Econ 201 and 202.

Econ 402 (F) (even years) 3 hrs. cr.  
**Macroeconomic Analysis**

National income determination with various macroeconomic models; fiscal and monetary policy; international linkages; consumption and investment; trade-offs between inflation; and unemployment. Prerequisite: Econ 300.

Econ 411 (F) 3 hrs. cr.  
**Investments**

Principles underlying investment analysis and policy; salient characteristics of governmental and corporate securities; policies of companies and investing institutions; relations of investment policy to money markets and business fluctuations; and security price-making forces. Prerequisite: Econ 350.

Econ 420 (S) 3 hrs. cr.  
**Security Analysis**

A broad introduction to basic stock selection using "fundamental" analysis whereby "over" and "under" valued stocks are to be identified. The class will construct a common stock portfolio of 10 to 25 stocks. Other topics covered will include: basic schools of investment thought, diversification, quality of earnings, and factors affecting equity ownership. Prerequisite: Econ 350 or permission.

Econ 440 (S) 3 hrs. cr.  
**Advanced Financial Planning: Cases and Applications**

This course will integrate material presented in the financial planning track coursework. Students will be engaged in critical thinking and decision making regarding personal financial management topics in the context of the financial planning process. Prerequisites: Acct 375, Econ 320, Econ 330, Econ 370, and Econ 411.

Econ 450 (S) 3 hrs. cr.  
**Financial Strategy**

Corporate financial planning, asset valuation, cost of capital, capital budgeting under capital constraints and risk, cash flow analysis, capital structure policy, dividend policy, leasing, mergers and acquisitions, LBOs, and international finance using a case study approach. Prerequisite: Econ 350.

Econ 491 (F, S) 1-12 hrs. cr.  
**Internship in Finance and Economics**

An internship for senior Finance/ Economics students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours, and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA, and department approval.

Econ 498 (Demand) 1-3 hrs. cr.  
**Advanced Topics in Economics**

For upper-division students. Topics to be announced each time the course is offered. Examples of seminars offered in the past are: 498-Seminar in International Economics, 498-Seminar in Business Cycles, and 498-Seminar in Public Finance.

Econ 499 (Demand) 1-3 hrs. cr.  
**Independent Study in Finance/Economics**

Individually directed readings, research and discussion in selected areas of Finance/Economics for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and a minimum 3.0 GPA.

# GENERAL BUSINESS

Matthews Hall 309K, 417.625.9671

**Faculty** Block, Bradshaw, Cragin, Gray, Johnson, Marion, Rawlins, Rusley, J. Smith, Vernon

The B.S.B.A. general business major course of study is intended to give the broadest possible background to the graduate and to prepare the graduate for managerial positions in the public and private sectors. The A.S. degree program prepares the graduate for first line supervisory and managerial duties.

Students can obtain the B.S.B.A. and A.S. degrees in general business over the Internet.

## Bachelor of Science in Business Administration with an Emphasis in General Business

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>General Business Emphasis:</b>	<b>18</b>
Acct 325 Managerial Accounting	3
Econ (selected from 300, 330, 401, 402, 411, GB 322, INTS 304)	3
MM (selected from 352, 354, 410, 411, 412, 431, 441, 450, GB 405, IB 410)	3
MM (selected from 312, 321, 401, 405, 412, 432, 470, IB 400)	3
MM 337 Management Information Systems	3
Advanced Business Elective (must be selected with adviser consultation & approval)	3
<b>Electives</b>	<b>18</b>
<b>Total</b>	<b>124</b>

\*Required course in economics (Econ 201) satisfies major requirement and 3 hours of Core Curriculum.

## Associate of Science in General Business

	Semester Hours
<b>Core Requirements (p. 33)</b>	<b>25-26</b>
<b>General Business Concentration</b>	<b>27</b>
Acct 201 Principles of Accounting I	3
Acct 202 Principles of Accounting II	3
Econ 201 Principles of Economics-Macro	3
Econ 202 Principles of Economics-Micro	3
GB 301 Legal Environment of Business I	3
GB 302 Legal Environment of Business II	3
MM 237 Using Information Systems	3
MM 300 Principles of Marketing	3
MM 350 Principles of Management (WI)	3
<b>Business Electives (must be selected with approval of faculty adviser)</b>	<b>12</b>
<b>Total</b>	<b>64-65</b>

## Minor in General Business

(Non-BSBA degree candidates)

Acct 201	Principles of Accounting I	3
Acct 202	Principles of Accounting II	3
Econ 202	Principles of Economics-Micro	3
Econ 350	Financial Management	3
MM 237	Using Information Systems	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management (WI)	3
<b>Total for Minor (General Business)</b>		<b>21</b>

## Suggested Order of Study

### Bachelor of Science in Business Administration

Major Code 0501

#### General Business Emphasis

#### Freshman Year

Course	Hours
CORE [Eng 101 Comp I]	3
CORE [Math 131 Finite Math]	3
CORE [PSc 120 Gov't: U.S./Sta/Loc]	3
CORE [Bio 101 General Biology]	4
CORE [Kine 103 Lifetime Wellness]	2
Psy 120 College Orientation	1
	<b>16</b>

#### 2nd Semester

CORE [Eng 102 Comp II]	3
CORE [Phys 100 Fund of Phys Sci]	5
CORE [Comm 100 Oral Communication]	3
CORE [Psy 100 or Soc 110]	3
CORE [Kine 101 Physical Activity]	1
	<b>15</b>

#### Sophomore Year

Course	Hours
Acct 201 Principles of Accounting I	3
CORE [Econ 201 Principles of Econ-Micro]	3
MM 237 Using Information Systems	3
CORE [Fine Arts (Art 110, Mus 110 or Th 110)]	3
CORE [Hist 110 American History]	3
	<b>15</b>

#### 2nd Semester

Acct 202 Principles of Accounting II	3
Econ 202 Principles of Economics-Micro	3
GB 321 Business Statistics I	3
CORE [Literature (Eng 261, 262, 271, 272, 281 or 282)]	3
CORE [Hist 120 American History]	3
	<b>15</b>

#### Junior Year

Course	Hours
Acct 325 Managerial Accounting	3
GB 301 Legal Environment of Business I	3
GB 320 Business Communication (WI)	3
MM 300 Principles of Marketing	3
MM 350 Principles of Management (WI)	3
	<b>15</b>

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## 2nd Semester

Advanced Elective in Finance/Economics (must be selected from Econ 300, 330, 401, 402, 411, GB 322, IB 430, or IntS 304)	3
Advanced Elective in Management (must be selected from MM 352, 354, 410, 412, 431, 441, or IB 410)	3
Econ 350 Financial Management I	3
Advanced Business Elective (must be selected in consultation with adviser from courses numbered 300 or above within the School of Business Administration)	3
MM 337 Management Information Systems	3
Electives	3
	<b>18</b>

## Senior Year

### 1st Semester

Advanced Elective in Marketing (must be selected from MM 312, 321, 401, 405, 412, 432, 470, or IB 400)	3
CORE [International Cultural Studies] (IB 310 strongly recommended)	3
CORE [Humanities and Fine Arts] (See Core Requirements, p. 32)	3
Electives	6
	<b>15</b>

## 2nd Semester

Advanced Business Elective (must be selected in consultation with faculty adviser from courses numbered 300 or above within the School of Business Administration)	3
MM 452 Strategic Management (WI)	3
MM 490 Career Portfolio Development	1
Electives	8
	<b>15</b>

## Associate of Science

Major Code 5001

### General Business Concentration

#### Freshman Year

##### 1st Semester

Acct 201 Principles of Accounting I	3
CORE [Eng 101 Comp I]	3
MM 237 Using Information Systems	3
CORE [Psy 100 or Soc 110]	3
CORE [Math (30 or above)]	3
CORE [Kine 103 Lifetime Wellness]	2
	<b>17</b>

##### 2nd Semester

Acct 202 Principles of Accounting II	3
CORE [Econ 201 Principles of Econ-Macro]	3
CORE [Hist 110 or Hist 120]	3
CORE [Comm 100 Oral Communication]	3
CORE [Art 110, Mus 110, Th 110, Literature or Phil 201]	3
CORE [Kine 101 Physical Activity]	1
	<b>16</b>

#### Sophomore Year

##### 1st Semester

Business Electives (must be selected with adviser approval)	6
GB 301 Legal Environment of Business I	3
Econ 202 Principles of Economics-Micro	3
MM 350 Principles of Management (WI)	3
	<b>15</b>

## 2nd Semester

GB 302 Legal Environment of Business II	3
MM 300 Principles of Marketing	3
CORE [Missouri Constitution Requirement – see pg. 37]	3
Business Electives (must be selected with adviser approval)	3
CORE [Bio 101 or Phys 100]	4-5
	<b>16-17</b>

[Department Recommendations]

### For additional information contact:

Dr. Alex Vernon  
Office: Matthews Hall 309K  
Phone: 417.625.9671  
Email: vernon-a@mssu.edu

# Course Descriptions

**GB 101 (F, S) 3 hrs. cr.**  
**Introduction to Personal Financial Planning**  
Introduction to the concepts and tools necessary for effective management of personal financial health. Includes goal-setting, investment decisions, obtaining and using credit, insurance, and retirement planning. Also provides exposure to various business careers and to comparable decisions that business owners and managers make.

**GB 105 (F) 3 hrs. cr.**  
**Computer Keyboarding**  
Learn or review the proper techniques for alphabet and number keys. Letter styles, proper report formats, simple tabulations, and employment communications are taught using basic Microsoft Word commands. Speed and accuracy in editing are stressed so the student will acquire a personally useful skill.

**GB 110 (F, S) 3 hrs. cr.**  
**Computer Formatting**  
Covers all styles of business letters, reports, memos, and tables. Some of the advanced Microsoft Word commands used are: headers and footers, find and replace, report styles, advanced table features, templates, labels, mail merge, and sort. Prerequisite: GB 105 or a good knowledge of the keyboard and familiarity with word processing.

**GB 112 (F, S) 3 hrs. cr.**  
**Computer Document Production**  
Production of all types of letters, reports, business forms, legal forms, tables, and desktop publishing using Microsoft Word. Realistic, integrated office projects are used. Prerequisite: GB 110 or equivalent.

**GB 301 (F, S) 3 hrs. cr.**  
**Legal Environment of Business I**  
Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. Includes the court systems and procedures, contracts, personal property and bailments, sales and commercial paper. Special emphasis on Missouri case-law and statutes. Lectures supported by actual case decisions and case digests.

**GB 302 (F, S) 3 hrs. cr.**  
**Legal Environment of Business II**  
Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. Brief overview of criminal law and tort law, government control and regulation, secured transactions, insurance, bankruptcy, agency and employment, partnerships, corporations, real property, and estates. Prerequisite: Junior standing.

**GB 312 (F)** 3 hrs. cr.  
**Principles of Business Education**  
 Fundamentals of business education including curriculum, trends, equipment, materials, professional organizations, and vocational programs. For business education majors only. (To be taken in fall prior to student teaching.)

**GB 320 (F, S)** 3 hrs. cr.  
**Business Communication** (Writing Intensive)  
 Principles of writing effective letters, memos, and reports to solve real-world situations. Emphasis on contemporary issues and the employment process. Prerequisites: 6 hours English Composition or permission of instructor.

**GB 321 (F, S)** 3 hrs. cr.  
**Business Statistics I**  
 Methods of collection, analysis, interpretation, and presentation of data related to business. Topics include frequency distribution, measures of central tendency and dispersion, regression and correlation analysis, probability concepts, sampling distributions, estimation procedures, and hypothesis testing. Computer statistical packages will be utilized in analysis and application of problems. Prerequisites: Math 130, 131, or higher and MM 237.

**GB 322 (S)** 3 hrs. cr.  
**Business Statistics II**  
 Methods of statistical analysis relating to business decision-making and research in business and economics. Emphasizes sampling theory, parametric tests of hypotheses, analysis of variance, multiple regression, non-parametric tests of hypotheses, and other selected statistical techniques. Computer statistical packages (and spreadsheet packages) will be utilized in analysis of problems. Prerequisite: GB 321.

**GB 361 (F, S)** 1 hr. cr.  
**Personal Development**  
 Identifying interests and abilities in relation to prospective jobs and establishing short-term and long-term career goals. Developing job search skills. Demonstrating dining etiquette and increasing time management and assertiveness skills. Prerequisite: 6 hours English Composition or permission of instructor.

**GB 362 (F, S)** 1 hr. cr.  
**Career Development**  
 Increasing verbal and nonverbal job related communication and presentation skills. Exploring business etiquette and dress in order to adjust to the corporate environment and the professional image. Discussing career related ethics. Prerequisite: 6 hours English Composition or permission of instructor.

**GB 363 (F,S)** 1 hr. cr.  
**Interpersonal Development**  
 Learning to work with others; exploring techniques of negotiation; determining how to resolve conflict. Developing teaching/training and leadership skills. Learning to conduct and participate in meetings. Understanding how to serve customers/clients and developing sensitivity to other cultures. Prerequisite: 6 hours English Composition or permission of instructor.

**GB 405 (Demand)** 3 hrs. cr.  
**Statistical Quality Control**  
 Theory and methods used in statistical quality control. Emphasizes basic statistical analysis, variables control charts, attributes control charts, interpretation of control charts, estimation of process parameters, gage capability, acceptance sampling, and service quality. Students will be encouraged to use spreadsheets to solve SPC problems. Prerequisite: GB 321 or consent of instructor.

**GB 491 (F, S)** 1-12 hrs. cr.  
**Internship in General Business**  
 An internship for senior General Business students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy

regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA, and department approval.

**GB 498 (Demand)** 1-3 hrs. cr.  
**Advanced Topics in General Business**  
 Special topics in General Business. For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing or permission. Seminar topics offered in the past include office machines, career orientation, and human relations.

**GB 499 (Demand)** 1-3 hrs. cr.  
**Independent Study in General Business**  
 Individually directed readings, research, and discussions in selected areas of general business for advanced majors. Scope, depth, area of concentration, and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and 3.0 GPA.



**Faculty** Rawlins - Head, Lewis, Marion, Moos

The B.S.B.A. international business major course of study is designed to prepare the graduate for employment with multinational companies. Potential employers may be local, regional, national, or international corporations.

### **Bachelor of Science in Business Administration with an Emphasis in International Business**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>International Business Emphasis:</b>	<b>18</b>
IB (select three from 400, 410, 420, 430)	9
IntS (select one from 303, 304, 305)	3
Competency in Foreign Language	3
International Internship or	
International Business Field Study	3
<b>Electives</b>	<b>18</b>
<b>Total</b>	<b>124</b>

\*IB 310 included in Core Requirements.

\*Required course in economics (Econ 201) satisfies major requirement and three hours of Core Curriculum.

### **Minor in International Business (Non-BSBA degree candidates)**

**Prerequisites:** 9

Econ 180	American Economic System
MM 300	Principles of Marketing
MM 350	Principles of Management (WI)

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<b>Required:</b> .....	9
IB 310 International Business	
IB 400 International Marketing	
IB 410 International Management	
<b>Choose one:</b> .....	3
IB 420 International Accounting	
IB 430 International Corporate Finance	
IB 491* Internship in International Business	
IB 498 Special Topics in International Business	
IB 499* Independent Study in International Business	
IntS 302 World Environmental Issues	
IntS 304 Comparative Political Economy	
IntS 305 International Techno-Trends	
Foreign Language	
Other International Courses*	
<b>Total for Minor (International Business)</b> .....	21
*With the approval of the course instructor and the Department Head.	

<b>Junior Year</b>		
1st Semester		
IB 310	International Business	3
GB 301	Legal Environment of Business I	3
GB 321	Business Statistics I	3
MM 350	Principles of Management (WI)	3
MM 300	Principles of Marketing	3
Foreign Language		3
		<b>18</b>

2nd Semester		
GB 320	Business Communication (WI)	3
Econ 350	Financial Management	3
IB 400	International Marketing*	3
Foreign Language		3
Elective		3
		<b>15</b>

<b>Senior Year</b>		
1st Semester		
IB 430	International Corporate Finance*	3
IntS 304	Comparative Political Economy	3
Foreign Language		3
IB 420	International Accounting	3
		<b>12</b>

2nd Semester		
IB 410	International Management*	3
MM 452	Strategic Management	3
Foreign Language		3
Foreign Language for Business		3
Senior Thesis or Internship		3
		<b>15</b>

\* OR IB 420 International Accounting

## For additional information contact:

Mr. Terry Marion  
Office: Matthews Hall 309L  
Phone: 417.625.9507  
Email: marion-t@mssu.edu

## Suggested Order of Study

### Bachelor of Science in Business Administration Major Code 0503 International Business Emphasis

#### Freshman Year

1st Semester		
Course		Hours
CORE	[Eng 101 Comp I]	3
CORE	[Math 131 Finite Math]	
OR		
CORE	[Math 130 College Algebra]	3
CORE	[PSc 120 Gov't: US/Sta/Loc]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
MM 237	Using Information Systems	3
		<b>15</b>

#### 2nd Semester

CORE	[Eng 102 Comp II]	3
CORE	[Fine Arts (Art 110, Mus 110 or Th 110)]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Econ 201 Principles of Econ-Macro]	3
		<b>16</b>

#### Sophomore Year

1st Semester		
Acct 201	Principles of Accounting I	3
CORE	[Phys 100 Fund of Phys Sci]	5
Econ 202	Principles of Economics-Micro	3
CORE	[Hist 110 American History]	3
CORE	[Fine Arts & Humanities Elective]	3
		<b>17</b>

#### 2nd Semester

Acct 202	Principles of Accounting II	3
CORE	[Bio 101 General Biology]	4
CORE	[Literature (Eng 261,262, 271,272,281 or 282)]	3
CORE	[Hist 120 U.S. 1877-Pres]	3
Elective		3
		<b>16</b>

## Course Descriptions

### IB 310 (F, S) 3 hrs. cr. International Business

Introduction to the intricacies and complexities of international trade and business. The course provides an overview of the international organizations and the effects of the foreign environment on international business. The course will focus on cultural differences; theories of international trade and economic development; international finance; marketing internationally; and practical applications of starting and maintaining international business relationships. Prerequisite: Econ 180 or Econ 201.

### IB 400 (S) 3 hrs. cr. International Marketing

This course provides students with an understanding of the principles and practices of international marketing by studies of the international marketing environment, international marketing strategies, international marketing management, and international marketing organization for international companies. Prerequisites: IB 310 and MM 300.

### IB 410 (S) 3 hrs. cr. International Management

This course will focus on the development of management skills related to international business. The students will study the international

business environment, international business strategy, international organizational structure, and international management. Management issues for small and large international companies will be examined in the areas of management of activities, building of capabilities, management across boundaries, coordination and control, and human resource management. Prerequisites: IB 310 and MM 350.

IB 420 (Summer) 3 hrs. cr.

**International Accounting**

This course examines aspects of accounting operations within a multinational corporate environment. Key topics include:

1. International financial reporting and standard setting with regard to different needs in different countries, with harmonization efforts within IASC and the EU.
2. International financial statement analysis and accounting for foreign operations.
3. Accounting standards and practices in selected countries.

Prerequisites: Acct 201 and 202.

IB 430 (F) 3 hrs. cr.

**International Corporate Finance**

This course focuses on the environment in which the international financial manager operates. Students study the risks of doing business overseas and the tools available to minimize those risks. Foreign exchange risk, political risk, foreign investments and international financing, working capital management, accounting, and control are examined within this context. Prerequisites: IB 310 and Econ 350.

IB 491 (Demand) 1-12 hrs. cr.

**Internship in International Business**

An internship for senior International Business students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours, and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA, and department head approval.

IB 498 (Demand) 1-3 hrs. cr.

**Advanced Topics in International Business**

Special topics in international business. For upper-division students. Topics to be announced each time the course is offered.

IB 499 (Demand) 1-3 hrs. cr.

**Independent Study in International Business**

Individually directed readings, research, and discussion in selected areas of International Business for advanced majors. Scope, depth, area of concentration, and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: 65 hours, 3.0 GPA, and department head approval.

**Bachelor of Science in Business Administration  
with an Emphasis in Management**

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Management Emphasis</b>	<b>18</b>
Acct 325 Managerial Accounting	3
MM 337 Management Information Systems	3
MM 352 Human Resource Management	3
MM 431 Operations Management	3
MM 441 Organizational Behavior	3
Select One: (MM 354, MM 410, MM 411, MM 412, GB 405, IB 410)	3
<b>Electives</b>	<b>18</b>
<b>Total</b>	<b>124</b>

\*Required course in economics (Econ 201) satisfies major requirement and three hours of Core Curriculum.

**Minor in Management**

(Non-BSBA degree candidates)

**Choose two:** 6

Acct 201	Principles of Accounting I
Econ 201	Principles of Economics-Macro
Econ 202	Principles of Economics-Micro
GB 320	Business Communication (WI)
GB 321	Business Statistics I

**Required:**

MM 350 Principles of Management (WI) 3

**Choose four:** 12

MM 337	Management Information Systems
MM 352	Human Resource Management
MM 354	Quality Management
MM 411	Labor and Employment Law
MM 431	Operations Management
MM 441	Organizational Behavior
MM 450	Psychology of Human Resource Management
IB 410	International Management

**Total for Minor (Management)** 21

**Minor in Human Resource Management**

(All degree candidates)

**Required:**

MM 350	Principles of Management	3
MM 352	Human Resource Management	3
MM 411	Labor & Employment Law	3

**Choose three:** 9

MM 354	Quality Management
MM 441	Organizational Behavior
MM 450	Psychology of Human Resource Management
MM 491	Internship in Marketing/Management
GB 302	Legal Environment of Business II

**Total for Minor (Human Resource Management)** 18

**MANAGEMENT**

Matthews Hall 309H, 417.625.702

**Faculty** Blades - Head, Block, Bradshaw, Cragin, Gray, Marion, Moos, Rusley, Stevens, Vernon

The B.S.B.A. management major course of study is designed to prepare the graduate for entry-level positions of responsibility in the for-profit, nonprofit, and public sectors.

## Minor in Quality Management

(All degree candidates)

### Required:

Acct 201	Principles of Accounting I	3
MM 350	Principles of Management (WI)	3
MM 354	Quality Management	3
GB 405	Statistical Quality Control	3

### Choose two:

Acct 325	Managerial Accounting	
GB 321	Business Statistics I	
GB 322	Business Statistics II	
MM 352	Human Resource Management	
MM 431	Operations Management	
Acct 310	Cost Accounting	

**Total for Minor (Quality Management)..... 18**

GB 320	Business Communication (WI)	3
MM 350	Principles of Management (WI)	3
MM 337	Management Information Systems	3
		<b>15</b>

### 2nd Semester

GB 321	Business Statistics I	3
Econ 350	Financial Management	3
MM 300	Principles of Marketing	3
MM 352	Human Resource Management	3
Advanced Business	Elective (must be selected in consultation with adviser from courses numbered 300 or above within the School of Business Administration)	3
Elective		3
		<b>18</b>

### Senior Year

#### 1st Semester

MM 431	Operations Management	3
MM 441	Organizational Behavior	3
CORE	[International Cultural Studies] (IB 310 strongly recommended)	3
CORE	[Humanities & Fine Arts Elective] (See Core requirements, p. 33)	3
Electives		3
		<b>15</b>

#### 2nd Semester

Advanced Elective (MM 354, 410, 411, 412, GB 405, or IB 410)		3
MM 452	Strategic Management (WI)	3
MM 490	Career Portfolio Development	1
Electives		8
		<b>15</b>

[Department Recommendations]

### For additional information contact:

Dr. Holland Blades  
Office: Matthews Hall 309H  
Phone: 417.625.9702  
Email: blades-n@mssu.edu

## Suggested Order of Study

### Bachelor of Science in Business Administration

Major Code 0507

#### Management Emphasis

#### Freshman Year

Course		Hours
CORE	[Eng 101 Comp I]	3
CORE	[Math 131 Finite Math]	
OR		
CORE	[Math 130 College Algebra]	3
CORE	[PSc 120 Gov't: U.S./Sta/Loc]	3
CORE	[Bio 101 General Biology]	4
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>16</b>

#### 2nd Semester

CORE	[Eng 102 Comp II]	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Comm 100 Oral Communication]	3
CORE	[Psy 100 or Soc 110]	3
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

#### Sophomore Year

##### 1st Semester

Acct 201	Principles of Accounting I	3
CORE	[Econ 201 Principles of Econ-Macro]	3
MM 237	Using Information Systems	3
CORE	[Fine Arts (Art 110, Mus 110 or Th 110)]	3
CORE	[Hist 110 American History]	3
		<b>15</b>

##### 2nd Semester

Acct 202	Principles of Accounting II	3
Econ 202	Principles of Economics-Micro	3
CORE	[Literature (Eng 261, 262, 271, 272, 281 or 282)]	3
CORE	[Hist 120 U.S. 1877 - Pres]	3
Elective		3
		<b>15</b>

#### Junior Year

##### 1st Semester

Acct 325	Managerial Accounting	3
GB 301	Legal Environment of Business I	3

## MANAGEMENT TECHNOLOGY

Matthews Hall 302, 417.625.9319

### Bachelor of Science in Management Technology with an Emphasis in General Business

The B.S. in management technology major course of study is for students who have already received an associate degree in a technical field or other technical preparation approved by the adviser and school dean and who desire to obtain the necessary business skills to become technical supervisors or first-line managers. Students must apply for admission to the program in the first semester of the Junior Year.

## General Business Emphasis

Semester Hours

### Two Year Associate Degree

Core Curriculum (p. 32) 51\* 48

Required Business Classes: 36

Acct 201	Principles of Accounting I	3
Acct 202	Principles of Accounting II	3
Econ 201	Principles of Economics-Macro	3
Econ 202	Principles of Economics-Micro	3
MM 237	Using Information Systems	3
GB 301	Legal Environment of Business I	3
GB 320	Business Communication (WI)	3
GB 321	Business Statistics I	3
MM 300	Principles of Marketing	3
MM 350	Principles of Management (WI)	3
Econ 350	Financial Management	3
MM 452	Strategic Management (WI)	3

Five additional courses selected from: 15

Acct 325	Managerial Accounting
Acct 419	Accounting Information Systems
Econ 401	Microeconomic Analysis
GB 302	Legal Environment of Business II
GB 322	Business Statistics II
GB 405	Statistical Quality Control
MM 337	Management Information Systems
MM 352	Human Resource Management
MM 354	Quality Management
MM 405	Internet Marketing
MM 411	Labor & Employment Law
MM 431	Operations Management
MM 441	Organizational Behavior
MM 450	Psychology of Human Resource Management

Electives (Associate degree hours) 25

Total Hours 124

\*Required course in economics satisfies major requirement and 3 hours of Core Curriculum.

Students who have already received an associate's degree in a technical field may have their degree and/or courses substituted for relevant degree requirements with the approval of the Dean of the School of Business Administration.

### For additional information contact:

Dean of School of Business Administration

Office: Matthews Hall 302

Phone: 417.625.9319

Email: kleindl-b@mssu.edu

## Course Descriptions

MM 237 (F, S) 3 hrs. cr.  
**Using Information Systems**

Principles of information systems in the business environment. Covers components of personal and business information systems, file management, and industry standard application software packages (i.e., word processing, spreadsheet, database, presentation, and Internet browser). Includes hands-on use of microcomputers. Prerequisite: Basic knowledge of windows operating system, word processing, and spreadsheet software required or CIS 105 Microcomputer Use.

MM 300 (F, S) 3 hrs. cr.  
**Principles of Marketing**

Survey of major marketing methods, institutions, and practices. Retailing, wholesaling, distribution channels, marketing legislation, advertising, marketing research, and marketing cost are treated from the standpoint of consumers, middlemen, and manufacturers. Prerequisite: Econ 202.

MM 312 (F) 3 hrs. cr.  
**Retailing**

Principles of successful retail management, including managing retail operations, administration and control, location analysis, merchandising, promotion, and review of the retail environment with analytic and research methods applicable to retail problems. Prerequisite: MM 300.

MM 321 (F) 3 hrs. cr.  
**Salesmanship**

Principles and methods of effective personal and industrial selling. Stresses practical aspects through actual sales presentation by the students who may be videotaped and critiqued according to basic selling principles. Prerequisite: MM 300.

MM 337 (F, S) 3 hrs. cr.  
**Management Information Systems**

Familiarizes business students with management information systems, including proper selection of software and hardware components. Prerequisite: MM 237 or CIS 115 and 120.

MM 340 (S) 3 hrs. cr.  
**Principles of Transportation**

Principles of Transportation examines forms of transportation and institutional factors that influence transportation decisions; regulation, public policy, and other governmental variables are reviewed in detail. An introduction to physical distribution's interaction with transportation is explored. Prerequisite: MM 300.

MM 350 (F, S) 3 hrs. cr.  
**Principles of Management** (Writing Intensive)

A study of the planning, organizing, leading, and controlling functions of management including global, social responsibility, and ethical management challenges. Prerequisite: Junior standing, Eng 101/102 or equivalent.

MM 352 (F, S) 3 hrs. cr.  
**Human Resource Management**

Principles and practices of management with emphasis on the human factors, including procurement, development, and maintenance of an effective work force. Prerequisite: MM 350 or consent of instructor.

MM 354 (F, S) 3 hrs. cr.  
**Quality Management**

Quality Management (QM) is an overview of an evolving philosophy for continuous improvement of products, process, and services to enhance quality while reducing costs. It is a management/technical/cultural approach to the integration of all systems and processes of an enterprise to achieve "customer" satisfaction. Prerequisites: MM 350, GB 321, or consent of instructor.

MM 380 (Demand) <b>Database Marketing</b> This course will address database design, implementation, and the use of Database Management Systems to support Electronic Business. Emphasis will be placed on using database information in a marketing context. The topics covered include: database design and implementation, data modeling, data warehousing and data mining, on-line analytical processing, and database application and management. In addition, the course will give students hands-on experience with relevant software. Prerequisites: GB 321 (or equivalent), and MM 470 (or equivalent recommended).	3 hrs. cr.	MM 432 (Demand) <b>Consumer Behavior</b> An interdisciplinary approach to the analysis and interpretation of consumer buying habits and motives and the resultant purchase of goods and services. The purchaser's psychological, economic, and socio-cultural actions and reactions are stressed. Prerequisite: MM 300.	3 hrs. cr.
MM 401 (S) <b>Promotional Strategy</b> Description of fundamental advertising and promotional principles and their application in mass marketing. Analysis of advertising media, the preparation of advertising, and formulation of campaigns. Prerequisite: MM 300.	3 hrs. cr.	MM 441 (F, S) <b>Organizational Behavior</b> A study of the organization, human behavior in organizational settings, and the interface between them. Prerequisite: MM 350, Senior standing.	3 hrs. cr.
MM 405 (F, S) <b>Internet Marketing</b> Addresses the new technological environment that marketers are facing by introducing strategic considerations related to technology and technology implementation. Explores the basics of marketing exchange utilizing the information highway, multimedia techniques, database marketing, and interactive telecommunications; also gives students hands-on experience with relevant software. Prerequisites: MM 300 and MM 237 (or equivalent).	3 hrs. cr.	MM 450 (Demand) <b>The Psychology of Human Resource Management</b> Traditional areas of human resource management/organizational psychology are addressed, including group interaction, communication, attitudes, interviewing, compensation and benefits, and the legal environment. An interdisciplinary approach will be taken. The contents will be presented using both theory and experimental methods.	3 hrs. cr.
MM 407 (Demand) <b>Internet Promotion</b> Principles and methods of promoting a business over the Internet. Covers marketing concepts that apply to websites and other forms of promoting over the World Wide Web. Various methods of design are covered along with "customer friendly" approaches to website usage. Includes hands-on use of microcomputers. Prerequisites: MM 300 and MM 237.	3 hrs. cr.	MM 452 (F, S) <b>Strategic Management</b> (Writing Intensive) A capstone course integrating business disciplines with formal analyses of the organization's macro and industry environment; mission and goals; and strategy formulation, implementation, and control using the case approach method. Prerequisites: Senior standing, MM 300, MM 350, and Econ 350; must be taken during the last year of university work.	3 hrs. cr.
MM 410 (F, S) <b>Small Business Management Practicum</b> A practical course in solving real problems in an actual business environment. Students provide counseling to small business firms through cases referred by the Small Business Development Center. Course may be repeated for a total of six hours of credit. Prerequisite: Second semester junior or senior standing in business administration.	3 hrs. cr.	MM 470 (S) <b>Marketing Research</b> The systematic gathering, recording, analyzing, and presentation of data relating to market analysis, sales analysis, consumer research, advertising research, and attitude research. Prerequisites: GB 321 and six hours of marketing.	3 hrs. cr.
MM 411 (Demand) <b>Labor and Employment Law</b> A primary emphasis on Fair Employment practices, Title VII of the Civil Rights Act and other major employer/employee legal relationship including, but not limited to, affirmative action, race, gender, age, disability, and affinity orientation discrimination. Additional topics include Fair Labor Standards Act, Immigration Reform and Control Act, worker's compensation, and privacy issues. A secondary emphasis on the Labor-Management Relations Act, as amended, the bargaining unit, and unfair labor practices. Prerequisite: Junior standing. Formerly GB 411.	3 hrs. cr.	MM 490 (F, S) <b>Career Portfolio Development</b> The Career Portfolio Development course is designed to have students develop hypertext portfolios. Students must prepare themselves for lifelong careers that cross over multiple jobs and duties. Electronic portfolios are becoming prevalent in business because they show individual skill and qualifications. This class will instruct students on how to organize their accomplishments in an electronic format. Prerequisite: Senior Status.	1 hr. cr.
MM 412 (F) <b>Marketing Management</b> Managerial aspects of marketing: problems involved in goal setting, planning and strategies as they apply to product policy, pricing objectives, promotional objectives, distribution policy, and marketing intelligence. Prerequisites: MM 300 and MM 350.	3 hrs. cr.	MM 491 (F, S) <b>Internship in Marketing/Management</b> An internship for senior marketing/management students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours, and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA, and department approval.	1-12 hrs. cr.
MM 431 (F) <b>Operations Management</b> Principles and decision analysis related to the effective utilization of the factors of production and operations in manufacturing activities for both intermittent and continuous systems. The study of operations management, analytical models and methods, facilities design, and the use of computer modeling for control systems for effective production operations. Prerequisite: GB 321.	3 hrs. cr.	MM 498 (Demand) <b>Advanced Topics in Marketing and Management</b> For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing or permission.	1-3 hrs. cr.
		MM 499 (Demand) <b>Independent Study in Marketing and Management</b> Individually directed readings, research, and discussion in selected areas of Marketing/Management for advanced majors. Scope, depth, area of concentration, and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and a minimum 3.0 GPA.	1-3 hrs. cr.

# MARKETING

Matthews Hall 309H, 417.625.9702

**Faculty** Blades - Head, Cragin, Hochhalter, Huntington, Johnson, Kleindl

The B.S.B.A. marketing major course of study is intended to prepare graduates for positions in retailing, sales management, promotion, research and general administration.

## Bachelor of Science in Business Administration with an Emphasis in Marketing

	Semester Hours
<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>Business Core (p. 153)</b>	<b>40</b>
<b>Marketing Emphasis</b>	<b>9</b>
MM 412 Marketing Management	3
MM 432 Consumer Behavior	3
MM 470 Marketing Research	3
<b>Choose Three [Optional Classes]</b>	<b>9</b>
MM 312 Retailing	3
MM 321 Salesmanship	3
MM 340 Principles of Transportation	3
MM 401 Promotional Strategy	3
MM 405 Internet Marketing	3
IB 400 International Marketing	3
<b>Electives</b>	<b>18</b>
(Recommended)	
MM 410 Small Business Management Practicum	3
MM 491 Internship	3
Acct 325 Managerial Accounting	3
<b>Total</b>	<b>124</b>

\*Required course in economics satisfies major requirement and three hours of Core Curriculum.

## Minor in Marketing

(Non-BSBA degree candidates)

**Required:**

Econ 202 Principles of Economics-Micro 3

**Choose one:** 3

Acct 201 Principles of Accounting I

GB 320 Business Communication (WI)

GB 321 Business Statistics I

MM 350 Principles of Management (WI)

**Required:**

MM 300 Principles of Marketing 3

**Choose four:** 12

MM 312 Retailing

MM 321 Salesmanship

MM 401 Promotional Strategy

MM 405 Internet Marketing

MM 412 Marketing Management

MM 432 Consumer Behavior

MM 470 Marketing Research

IB 400 International Marketing

**Total for Minor (Marketing)** 21

## Minor in E-Business

(BSBA degree candidate)

**Required:**

CIS 315 Computer Networks I 3

MM 380 Database Marketing 3

MM 405 Internet Marketing 3

MM 498 Seminar in Marketing/Management 3

**Choose two:** 6

MM 337 Management Information Systems

MM 340 Principles of Transportation

MM 407 Internet Promotion

Acct 419 Accounting Information Systems

**Total for Minor (E-Business)** 18

## Minor in Multimedia

(BSBA degree candidate)

**Required:**

MM 405 Internet Marketing 3

CIS 110 Programming I 3

Art 101 Basic Design I 3

Comm101 Introduction to Human Communication 3

**Choose two\*\*:** 6

MM 337 Management Information Systems

MM 401 Promotional Strategy

MM 432 Consumer Behavior

**Total for Minor (Multimedia)** 18

\*\*Other courses may be substituted with permission of adviser.

## Suggested Order of Study

### Bachelor of Science in Business Administration

Major Code 0505

#### Marketing Emphasis

##### Freshman Year

###### 1st Semester

Course	Hours
CORE [Eng 101 Comp I]	3
CORE [Math 131 Finite Math]	
OR	
CORE [Math 130 College Algebra]	3
CORE [PSc 120 Gov't:U.S./Sta/Loc]	3
CORE [Bio 101 General Biology]	4
CORE [Kine 103 Lifetime Wellness]	2
Psy 120 College Orientation	1
	<b>16</b>

###### 2nd Semester

CORE [Eng 102 Comp II]	3
CORE [Phys 100 Fund of Phys Sci]	5
CORE [Comm 100 Oral Communication]	3
CORE [Psy 100 or Soc 110]	3
CORE [Kine 101 Physical Activity]	1
	<b>15</b>

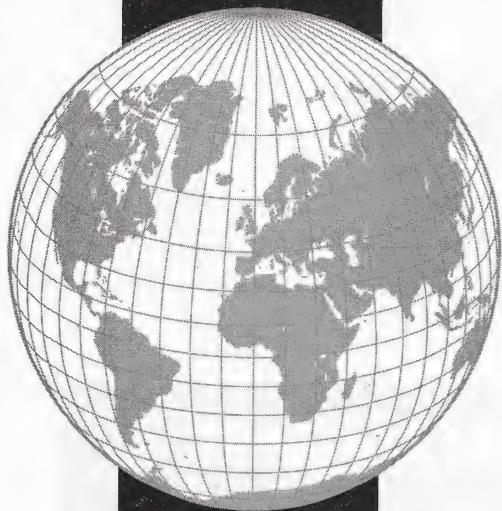
##### Sophomore Year

###### 1st Semester

Acct 201 Principles of Accounting I	3
CORE [Econ 201 Principles of Econ-Macro]	3
MM 237 Using Information Systems	3
CORE [Fine Arts (Art 110, Mus 110 or Th 110)]	3

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CORE	[Hist 110 American History]	3	<b>Senior Year</b>		
		<b>15</b>	1st Semester		
2nd Semester			MM 401	Promotional Strategy	3
Acct 202	Principles of Accounting II	3	OR		
Econ 202	Principles of Economics-Micro	3	MM 405	Internet Marketing	
CORE	[Literature (Eng 261, 262, 271, 272, 281 or 282)]	3	MM 412	Marketing Management	3
CORE	[Hist 120 American History]	3	CORE	[International Cultural Studies] (IB 310 strongly recommended)	3
			CORE	[Humanities & Fine Arts Elective] (See Core Requirements p. 33)	3
Elective	(must be selected in consultation with adviser from courses numbered 300 or above within the School of Business Administration)	3	Electives		3
		<b>15</b>			<b>15</b>
<b>Junior Year</b>			2nd Semester		
1st Semester			MM 432	Consumer Behavior	3
GB 301	Legal Environment of Business I	3	MM 452	Strategic Management (WI)	3
GB 321	Business Statistics I	3	MM 470	Marketing Research	3
MM 300	Principles of Marketing	3	MM 490	Career Portfolio Development	1
MM 350	Principles of Management (WI)	3	Electives		5
					<b>15</b>
Advanced Business Elective	(must be selected in consultation with adviser from courses numbered 300 or above within the School of Business Administration)	3	[Department Recommendations]		
		<b>15</b>			
2nd Semester			<b>For additional information contact:</b>		
GB 320	Business Communication (WI)	3	Dr. Holland Blades		
MM 312	Retailing	3	Office: Matthews Hall 309H		
MM 321	Salesmanship		Phone: 417.625.9702		
OR			Email: blades-n@mssu.edu		
MM 405	Internet Marketing	3			
Econ 350	Financial Management	3			
Electives	(must be selected in consultation with adviser from courses numbered 300 or above within the School of Business Administration)	6			
		<b>18</b>			



# ***School of Education***

**Kinesiology**

**Psychology**

**Teacher Education**

# SCHOOL OF EDUCATION

## School Dean

**Michael J. Horvath**

*Taylor Hall 220, 625-9314*

## Degrees and Majors

### Bachelor of Art

Psychology

### Bachelor of Science

Health Promotion & Wellness

Psychology

### Bachelor of Science in Education

Elementary Education

K-12 Education

Middle School Education

Secondary Education

## Role

The School of Education is comprised of three departments: Kinesiology, Psychology, and Teacher Education. The combined role of these departments involves mentors and scholars dedicated to human development and to shaping communities. Additionally, the school provides support courses in physical education and psychology for the Core Curriculum. All departments prepare students for professional careers and/or graduate school.

The faculty serve as professional mentors for their students by demonstrating current practices that have been developed from research. The faculty also contribute to the scholarly community through research and writing within their disciplines. The goal of the school is to provide an environment where scholars can expand their knowledge and apply new skills to shape communities.

Specific goals include:

1. To acquire a working knowledge and competency in the philosophical foundation of the discipline;
2. To provide cognitive, affective, and psychomotor learning in communication, problem solving, and values clarification;
3. To develop an understanding of how humans grow and develop. This understanding includes the theoretical basis for development and how this relates to behavior;
4. To internalize an awareness of the cultural diversity that exists in society and to provide knowledge relative to the contribution made by various cultures;
5. To integrate and apply technology relative to research and professional productivity;
6. To develop awareness in the assessment of developmental and behavioral problems;
7. To develop humanitarian values, professional attitudes, and ethical standards.

## KINESIOLOGY

*Robert E. Young Gymnasium 212, 417.625.9316*

**Faculty** Lipira - Head, Bailey, Beard, Beeler, Conklin, Corn, Hazelton, Hobbs, Hubbard, Jimerson, Matheny, Mitts, Ressel, Rutledge, C. Turner, W. Turner, Vavra, Ware, Wash

Faculty in the Department of Kinesiology feel that all students at Missouri Southern State University should be trained in sound principles of fitness and wellness. It has been estimated that approximately 60% of Americans are not regularly physically active. This sedentary lifestyle may manifest itself in the form of chronic conditions including heart disease, obesity, diabetes, anxiety and depression, and certain cancers. The core course requirements (Kine 103, Lifetime Wellness and Kine 101, Introduction to Physical Activity) will assist all students in making the lifestyle changes necessary for becoming active, fit, and healthy.

The Kinesiology Department offers two degrees: the Bachelor of Science in Education degree (B.S.E.) with a major in Physical Education K-12 and the Bachelor of Science (B.S.) degree with a major in Health Promotion and Wellness. It is the policy of the Department of Kinesiology that candidates be ambassadors of fitness and healthy life-styles. All candidates should have knowledge of, and will be assessed on, cardiovascular function, muscular strength and endurance, flexibility, and body composition.

Candidates in the Department of Kinesiology are strongly encouraged to become involved with professional clubs and organizations at the departmental, state, and national levels. The Department's programs of study reflect guidelines from the National Council for Accreditation of Teacher Education (NCATE), the American Alliance for Health, Physical Education, Recreation, and Dance (AAHPERD), the National Association for Sport and Physical Education (NASPE), Missouri Department of Elementary and Secondary Education (DESE), the American College of Sports Medicine (ACSM), the American Red Cross, and requirements from the School of Education at Missouri Southern State University. Students studying in the Department of Kinesiology must earn a grade of "C" or better in all required courses with a "Kine" prefix.

## Physical Education

Students who desire certification as a teacher of physical education will become qualified at both the elementary and secondary level (K-12). Physical Education K-12 majors should refer to page 189 where the requirements for Missouri Southern's teacher education program are listed.

## Health Promotion and Wellness

Graduates in this major will be prepared to promote life-style strategies to prevent illness and improve quality of life. An important component of this course of study includes a core of courses from the School of Business. Students seeking the health promotion and wellness degree will actively participate in an internship experience in their final semester. Upon completion of the program, graduates may seek professional opportunities in a wide variety of areas including, but not limited to:

- hospital wellness programs
- physical/occupational therapy
- cardiac rehabilitation
- graduate school
- business/corporate fitness
- exercise physiology
- fitness/wellness centers
- research
- geriatric programs

Students who wish to pursue the degree in health promotion and wellness must have a cumulative GPA of 2.5 for all university course work prior to admission into Kine 495, Internship in Wellness.

## Health

The Missouri Department of Elementary and Secondary Education (DESE) identifies Health as a certification area. To teach health in the State of Missouri, one must be certified. A student desiring health certification should complete the following courses and contact DESE for certification. One must have a grade point average of 2.5 on a 4.0 scale in the subject area.

	Semester Hours
Kine 103 Lifetime Wellness .....	2
OR	
Kine 113 Wellness for the Health Professional ....	2
Kine 160 Personal and Community Health .....	2
OR	
Soc 354 Sociology of Health/Wellness .....	3
Kine 170 Drug Education .....	2
Kine 220 First Aid & Sport Safety .....	2
Psy 221 Personal Adjustment .....	3
Bio 201 Human Anatomy .....	4
Soc 221 Marriage and Family .....	3
OR	
Psy 343 Human Sexuality .....	3
Kine 370 School Health Education (WI) .....	3
Kine 385 Nutrition for Human Development .....	3

## Coaching

In the state of Missouri, head and assistant coaches in all sports must be certified teachers or administrators and be contracted by the Board of Education for the full school year as a full or part-time teacher or administrator. The school

board may also hire, as an assistant coach only, an individual who possesses a valid substitute or temporary authorization certificate, provided the school gives evidence that the position is required to maintain existence of the program and/or an adequate safety level, the coach completes an in-service training program, and a copy of the current teaching certificate is on file at the school. All coaches must attend a Missouri State High School Activities Association (MSHSAA) rules meeting.

For the coaching requirements of another state, students will need to contact the state's governing agency.

For students with an interest in coaching, we offer the following related courses. **These courses are not required and are considered electives.**

	Semester Hours
Kine 150 Rules and Officiating .....	3
Kine 220 First Aid & Sport Safety .....	2
Bio 201 Human Anatomy .....	4
Kine 342 Biomechanical Analysis of Movement ...	3
Kine 431 Physiology of Exercise .....	2
Kine 260 Theory of Basketball .....	2
Kine 261 Theory of Football .....	2
Kine 262 Theory of Track & Field .....	2
Kine 263 Theory of Volleyball .....	2
Kine 264 Theory of Baseball/Softball .....	2
Kine 265 Theory of Soccer .....	2

## Athletic Training

To become a certified athletic trainer, one must pass the National Athletic Training Examination. Only persons with a degree in Athletic Training are eligible to take the exam. Missouri Southern **does not** offer a degree in Athletic Training; however, the following courses provide both classroom and hands-on experience for students who desire to pursue athletic training at the graduate school level.

	Semester Hours
Bio 201 Human Anatomy .....	4
Bio 301 Human Physiology .....	4
Kine 220 First Aid & Sport Safety .....	2
Kine 325 Practicum in Sports Medicine .....	2
Kine 342 Biomechanical Analysis of Movement ...	3
Kine 385 Nutrition for Human Development .....	3
Kine 431 Physiology of Exercise .....	2
Kine 432 Physiology of Exercise, Lab .....	2

## Bachelor of Science in Education With a Major in Physical Education K-12

	Semester Hours
<b>Core Requirements (p. 32) 51 .....</b>	<b>48*</b>
<b>Physical Education Requirements .....</b>	<b>47</b>
Bio 201 Human Anatomy .....	4
Kine 113 Wellness for the Health Professional ....	2
Kine 114 Fitness Programming and Assessment ..	2
Kine 135 History and Philosophy of Physical Education .....	2
Kine 220 First Aid and Sport Safety .....	2

Kine 251	Lifetime Activities I	3
Kine 252	Lifetime Activities II	3
Kine 255	Theory & Technique of Dance & Exercise	2
Kine 310	Theory & Technique of Elementary Physical Education I	3
Kine 312	Theory & Technique of Elementary Physical Education II	3
Kine 321	Theory & Technique of Secondary Physical Education	3
Kine 332	Rhythmic Form and Analysis	2
Kine 340	Motor Learning in Physical Education	2
Kine 342	Biomechanical Analysis	3
Kine 345	Tests and Measurements in Physical Education	2
Kine 355	Sports Academy Practicum	1
Kine 365	Psychological Aspects of Physical Education	2
Kine 366	Social Aspects of Physical Education	2
Kine 375	Adapted Physical Education (WI)	2
Kine 431	Physiology of Exercise	2

## Professional Certification Requirements 37

Educ 100	Introduction to Teacher Education I	1
Educ 200	Introduction to Teacher Education II	1
Educ 301	Use of Computer Software in the Classroom	3
Educ 302	The Exceptional Child	2
Educ 321	Microteaching	2
Educ 329	Pedagogical Theory, Methods & Practices	4
Educ 338	Teaching Physical Education	2
Educ 402	Foundations of Education	2
Educ 422	Content Area Literacy: Secondary	2
Educ 423	Classroom Management	2
Educ 432	Critical Issues in Education	2
Educ 464	Student Teaching - EL-SEC (PK-12)	8
Psy 305	Child/Adolescent Development	4
Psy 310	Educational Psychology	2

**TOTAL 132**

\*The kinesiology requirements count for three hours of Core.

## Suggested Order of Study

### Bachelor of Science in Education

Major Code 9020

#### Physical Education PK-12

#### Freshman Year

Fall Semester		Hours
Course		
Kine 113	Wellness for the Health Professional	2
Eng 101	English Composition I (WI)	3
Educ 100	Introduction to Education I	1
Psy 100	General Psychology	3
Psy 120	College Orientation	1
Comm 100	Oral Communication	3
CORE		3
		<b>16</b>

Spring Semester		
Kine 114	Fitness Programming & Assessment	2
Eng 102	English Composition II (WI)	3
Phys 100	Fund of Physical Science	5
Kine 135	History & Philosophy of PE	2
CORE		6
		<b>18</b>

#### Sophomore Year

Fall Semester		
Kine 251	Lifetime Activities I	3
Educ 200	Introduction to Teacher Education II	1
Bio 101	General Biology	4
Psy 302	Exceptional Student	2
CORE		6
		<b>16</b>

Spring Semester		
Kine 252	Lifetime Activities II	3
Kine 255	Theory/Tech Dance & Exercise	2
Psy 310	Educational Psychology	2
Kine 220	First Aid & Sport Safety	2
Bio 201	Human Anatomy	4
CORE		3
		<b>16</b>

#### Junior Year

Fall Semester		
Kine 310	Theory/Technique of Elem P.E. I	3
Kine 321	Theory/Technique of Sec P.E.	3
Kine 332	Rhythmic Form & Analysis	2
Kine 340	Motor Learning	2
Psy 305	Child/Adolescent Development	4
CORE		3
		<b>17</b>

Spring Semester		
Kine 312	Theory/Technique of Elem P.E. II	3
Kine 342	Biomechanical Analysis	3
Kine 345	Tests/Measurements in P.E.	2
Kine 366	Social Aspects of P.E.	2
Educ 329	Ped Theory, Methods, & Practices#	4
Educ 321	Microteaching#	2
Educ 423	Classroom Management#	2
		<b>18</b>

Summer Semester		
Kine 355	Sports Academy Practicum	1
		<b>1</b>

#### Senior Year

Fall Semester		
Kine 365	Psychological Aspects of P.E.	2
Kine 375	Adapted Physical Education (WI)	2
Kine 431	Physiology of Exercise	2
Educ 301	Computer Software in Education	3
Educ 422	Content Area Lit: Sec (WI)	2
CORE		3
		<b>14</b>

Spring Semester		
Educ 338	Teaching Physical Education@	2
Educ 402	Foundations of Education (WI)@	2
Educ 432	Critical Issues in Education@	2
Educ 464	Student Teaching (K-12)@	8
		<b>14</b>

# Application for Junior Block courses one semester in advance and note criteria for admission

@ Application for Professional Semester one semester in advance and note criteria for admission

**Bachelor of Science in Health  
Promotion and Wellness**

	Semester Hours
<b>Core Requirements (p. 32) 51</b>	<b>50**</b>
<b>Health Promotion and Wellness Requirements</b>	<b>73</b>
Bio 201 Human Anatomy	4
GB 320 Business Communication (WI)	3
MM 300 Principles of Marketing	3
MM 350 Principles of Management (WI)	3
MM 352 Human Resource Management	3
MM 441 Organizational Behavior	3
CIS 105 Introduction to Microcomputer Use	3
Psy 221 Personal Adjustment	3
<b>Select one of the following:</b>	<b>3</b>
Psy 343 Human Sexuality (3)	
Psy 282 Applied Behaviorism (3)	
Soc 221 Marriage and Family (3)	
Soc 322 Sociology of Work & Leisure (3)	
Soc 354 Sociology of Health & Wellness (3)	
Kine 113 Wellness for the Health Professional	2
Kine 114 Fitness Programming & Assessment	2
Kine 220 First Aid & Sport Safety	2
Kine 251 Lifetime Activities I	3
Kine 255 Theory/Technique of Dance/Exercise	2
Kine 292 Fitness and Weight Training	2
Kine 295 Orientation to Health Promotion/Wellness	1
Kine 305 Aging and Health	2
Kine 340 Motor Learning	2
Kine 342 Biomechanical Analysis	3
Kine 345 Tests and Measurements in Physical Education	2
Kine 352 Administration in Health Promotion	3
Kine 375 Adapted Physical Education (WI)	2
Kine 385 Nutrition for Human Development	3
Kine 395 Practicum in Wellness	2
Kine 431 Physiology of Exercise	2
Kine 432 Physiology of Exercise, Laboratory	2
Kine 495 Internship in Wellness	6
<b>Electives</b>	<b>2-3</b>
<b>TOTAL</b>	<b>124</b>

\*\* NOTE: Students in the Health Promotion and Wellness degree program take Math 140 Algebra and Trigonometry and Econ 202 Principles of Economics (Micro) for the Core Curriculum requirements. A minimum of 124 hours are required for graduation.

***Suggested Order of Study***

**Bachelor of Science  
Health Promotion and Wellness  
Code 6000**

**Freshman Year**

Course	Hours
Fall Semester	
Kine 113 Wellness for the Health Professional	2
Eng 101 English Composition I (WI)	3

Comm 100 Oral Communication	3
CORE	3
Psy 100 General Psychology (3)	3
OR	
Soc 110 Sociology (3)	1
Psy 120 College Orientation	15

Spring Semester	
Kine 114 Fitness Programming & Assessment	2
Eng 102 English Composition II (WI)	3
CIS 105 Introduction to Microcomputer Use	3
CORE	9
	17

**Sophomore Year**

Fall Semester	
Kine 220 First Aid & Sport Safety	2
Kine 251 Lifetime Activities I	3
Bio 101 General Biology	4
Econ 202 Principles of Economics-Micro	3
Psy 221 Personal Adjustment	3
Kine 295 Orientation to Health Prom/Wellness	1
Kine 255 Theory/Tech of Dance/Exercise	2
	18

Spring Semester	
Kine 352 Administration in Health Promotion	3
MM 300 Principles of Marketing	3
Phys 100 Fund of Physical Science	5
Kine 292 Fitness/Weight Training	2
Bio 201 Human Anatomy	4
	17

**Junior Year**

Fall Semester	
Math 140 Algebra and Trigonometry	5
Kine 340 Motor Learning	2
MM 350 Principles of Management (WI)	3
Kine 375 Adapted Physical Education (WI)	2
Kine 385 Nutrition for Human Development	3
CORE	3
	18

Spring Semester	
Kine 305 Aging and Health	2
Kine 342 Biomechanics	3
Kine 345 Tests/Measurements in P.E.	2
GB 320 Business Communication (WI)	3
Kine 395 Practicum in Wellness	2
CORE and Elective	6
	18

**Senior Year**

Fall Semester	
Kine 431 Physiology of Exercise	2
Kine 432 Physiology of Exercise Lab	2
MM 352 Human Resource Management	3
Psy 282 Applied Behaviorism	3
MM 441 Organizational Behavior	3
CORE	3
	16

Spring Semester	
Kine 495 Internship in Wellness	6
	6

**For additional information contact:**

Dr. Pat Lipira  
Office: Young Gymnasium 214  
Phone: 417.625.9573  
Email: lipira-p@mssu.edu

## Course Descriptions

Kine 101 (F,S) 1 hr. cr.

### Introduction to Physical Activity

Designed to assist students in developing proficiency in a physical activity to increase the likelihood of lifetime participation. Required course for Core Curriculum. Non-repeated activities may be taken a maximum of three times for credit.

Kine 103 (F,S) 2 hrs. cr.

### Lifetime Wellness

Designed to provide students with the knowledge and self-management skills that will assist them in adopting healthy life-styles. The course will encompass all areas of wellness: physical, emotional, spiritual, social, and intellectual. Required course for Core Curriculum.

Kine 113 (F, S) 2 hrs. cr.

### Wellness for the Health Professional

Contemporary information about the beneficial effects of a positive health life-style and how to implement and live such a life-style. Required and limited to students studying in the Department of Kinesiology.

Kine 114 (F, S) 2 hrs. cr.

### Fitness Programming and Assessment

Designed to teach introductory theory and technique in exercise programming and testing. Techniques for conducting physical fitness assessments are studied. Tests of cardiorespiratory fitness, muscular strength and endurance, joint flexibility, body composition, and pulmonary capacity are addressed. Prerequisite: Kine 113.

Kine 135 (S) 2 hrs. cr.

### History and Philosophy of Physical Education

Changing role of physical education from past to present as evidenced through the influence of the various philosophies. Prerequisite: Kine 113 or concurrently.

Kine 150 (S) 3 hrs. cr.

### Rules and Officiating of Team Sports

Knowledge and skills for officiating basketball, volleyball, softball, baseball, and football; officiating laboratory required in some areas. Open to all students.

Kine 160 (F) 2 hrs. cr.

### Personal and Community Health

Study of the major risk factors determining health status, with special considerations given to principles and practices of good health for individual and community concerns, including personal and community assessments, body mechanics, nutrition, legal and illegal substances, responsible sexual behavior, mental health, and the cause and prevention of disease. Not recommended for elementary education majors.

Kine 170 (S) 2 hrs. cr.

### Drug Education

Examine the dimensions and problems of drug use and abuse in our society. Basic information on drug classifications, as well as specific content areas dealing with pharmacology, legislation, drug testing, drug education, and prevention efforts will be covered. Key societal influences will be addressed including drugs in the workplace, in sports, in medicine, and throughout our culture.

Kine 220 (F,S) 2 hrs. cr.

### First Aid and Sport Safety

Designed to offer students the knowledge and skills necessary to sustain life, in an emergency situation, by minimizing the consequences of injury and sudden illness until medical help arrives. Strategies for providing a safe environment for athletes and injury prevention will also be presented.

Kine 251 (F) 3 hrs. cr.

### Lifetime Activities I

Study of the skills and instructional strategies of selected lifetime activities commonly found in the school physical education curriculum. Health Promotion majors will participate in traditional as well as contemporary exercise interventions. Enrollment restricted to students studying in the Kinesiology Department. Prerequisite: Kine 113.

Kine 252 (S) 3 hrs. cr.

### Lifetime Activities II

Study of the skills and instructional strategies of selected lifetime activities commonly found in the school physical education curriculum. Enrollment restricted to Physical Education majors. Prerequisite: Kine 113.

Kine 255 (F,S) 2 hrs. cr.

### Theory and Technique of Dance and Exercise

Students will develop and refine the content knowledge and pedagogical skills needed for instructing dance, rhythms, and lifelong leisure activities.

Kine 260 (S) 2 hrs. cr.

### Theory of Basketball

Organization and management of a school basketball program. Offensive and defensive systems, rules, strategies, drills, and fundamentals are studied.

Kine 261 (S) 2 hrs. cr.

### Theory of Football

Organization and management of a school football program. Offensive and defensive systems, rules, strategies, drills, and fundamentals are studied.

Kine 262 (S) 2 hrs. cr.

### Theory of Track and Field

Organization and administration of meets, coaching, physical conditioning, and training for each event in track and field programs.

Kine 263 (F) 2 hrs. cr.

### Theory of Volleyball

Organization and management of volleyball competition. Offensive and defensive systems, rules, strategies, drills, and fundamentals are studied.

Kine 264 (F) 2 hrs. cr.

### Theory of Baseball and Softball

Organization and management of a school baseball/softball program including individual techniques, team play, and challenges in coaching.

Kine 265 (S) 2 hr. cr.

### Theory of Soccer

Organization and management of soccer competition. Systems of offense and defense, rules, strategy, and fundamentals of soccer are studied.

Kine 292 (F,S) 2 hrs. cr.

### Fitness and Weight Training

Designed to assist health promotion professionals with designing and implementing strength training programs and with weight room management as well as Southern's Wellness Program. Prerequisite: Kine 113

Kine 295 (F, S) 1 hr. cr.

### Orientation to Health Promotion and Wellness

An orientation to health promotion and wellness. A 15 clock-hour field based component is a part of this class. Students will receive initial exposure to community and hospital health promotion and wellness programs as well as Southern's Wellness Program. Limited to Kine majors. Prerequisites: Kine 114 and Kine 220.

Kine 305 (S) 2 hrs. cr.

### Aging and Health

Designed to explore the physiological process of aging and the role of interventions. Prerequisite: Kine 103 or Kine 113.

Kine 310 (F) 3 hrs. cr.

**Theory and Technique of Elementary Physical Education I**

Designed to provide pedagogical knowledge and application necessary for instruction of physical education with the elementary school child. Emphasis on motor skill instruction and analysis, curricular design, lesson planning, and class management. Enrollment restricted to Physical Education majors. Prerequisite: Kine 251 or Kine 252.

Kine 311 (F,S) 2 hrs. cr.

**Physical Education for the Elementary School**

Provides elementary education candidates with the skill, content and pedagogical knowledge necessary to design and implement an interdisciplinary physical education program. Emphasis is on development of the total child through physical activity. Prerequisite: a biology course and 60 hours

Kine 312 (S) 3 hrs. cr.

**Theory and Technique of Elementary Physical Education II**

Designed to provide pedagogical knowledge and practical experience for instruction in the elementary school physical education setting. Emphasis on physical fitness assessment, unit planning, and lifetime activity and sport instruction. Includes an 18-hour field experience. Prerequisite: Kine 310.

Kine 321 (F) 3 hrs. cr.

**Theory and Technique of Secondary Physical Education**

Offers pedagogical considerations necessary to develop teaching methodologies relative to lesson plan construction, class organization, and evaluation of students. Teaching sessions will provide the opportunity to experience a variety of teaching methods and organizational styles. Enrollment restricted to Physical Education majors. Prerequisite: Kine 251 or Kine 252.

Kine 325 (F,S) 2 hrs. cr.

**Practicum in Sports Medicine**

This course is designed to provide the student the opportunity to observe and participate in athletic training procedures performed on athletes in the MSSU athletic training facility. (80 hours). Can be repeated once for credit. Prerequisites: Kine 220 and permission of instructor.

Kine 332 (F) 2 hrs. cr.

**Rhythmic Form and Analysis**

Designed to develop content knowledge and pedagogical skill in the area of dance and rhythmic activities developmentally appropriate for the PK-6 elementary physical education curriculum. Emphasis on movement concepts through activities involving creative dance, singing games, dances of American origin, international folk dances, and a variety of rhythmic activities. Includes a five-hour pre-school experience. Prerequisite: Kine 310 or concurrent enrollment in Kine 310.

Kine 340 (F,S) 2 hrs. cr.

**Motor Learning in Physical Education**

Designed to provide students with the background necessary for identification of physical, mental, social, and emotional development and the effects on behavior movement. Prerequisite: 30 hours.

Kine 342 (F,S) 3 hrs. cr.

**Biomechanical Analysis of Movement**

A biomechanical approach to the study of forces on the human body with an emphasis on performance improvement, injury prevention, and rehabilitation in sport and exercise. Prerequisite: Bio 201.

Kine 345 (F,S) 2 hrs. cr.

**Tests and Measurements in Physical Education**

Designed to introduce students to the techniques of measuring and evaluating performance. Includes preparation and administration of skill, fitness, and written tests along with statistical procedures for data analysis. Prerequisite: Kine 114.

Kine 352 (S) 3 hrs. cr.

**Administration in Health Promotion**

Provides students with the skills and knowledge necessary to design, organize, and implement appropriate health promotion programs.

Required and limited to students seeking a degree in Health Promotion and Wellness. Prerequisites: Kine 113 and Kine 295.

Kine 355 (Summer) 1 hr. cr.

**Lifetime Sports Academy Practicum**

A one-week practicum designed to provide students with practical teaching experience of children in lifetime sports and recreational activities. The Lifetime Sports Academy is held annually on the campus of Missouri Southern State University during the second week of June and is open to all elementary-aged children. Required of Physical Education majors. Can be repeated once for credit.

Kine 365 (F) 2 hrs. cr.

**Psychological Aspects of Physical Education**

Behavior exhibited in the learning of skills and physical performance related to psychological concepts connected with the demands of physical activities. Particular attention given to self-efficacy, motivation, and participation and their effect on physical performance and personal wellness.

Kine 366 (S) 2 hrs. cr.

**Social Aspects of Physical Education**

Knowledge of the sociological aspects of physical activity relevant to physical education in schools. Particular attention given to the role of physical activity in social, ethical, and moral development of citizens.

Kine 370 (F,S) 3 hrs. cr.

**School Health Education (Writing Intensive)**

This course provides the background information and skills teachers need to implement comprehensive school health education at the grade levels in which they are certified. Prerequisite: Educ 329 or current enrollment in Educ 329.

Kine 375 (F,S) 2 hrs. cr.

**Adapted Physical Education (Writing Intensive)**

Provides information and strategies to assist professionals in designing and implementing appropriate physical activity programs for individuals with disabilities.

Kine 385 (F,S) 3 hrs. cr.

**Nutrition for Human Development**

Students will examine nutrition associated with human development and performance. Emphasis on the physiological and biochemical basis of nutrient absorption and utilization. Particular attention will be given to evaluating and developing strategies for optimal nutrition at various life stages. Prerequisite: any biology or chemistry course.

Kine 395 (F,S) 2 hrs. cr.

**Practicum in Wellness**

Students will gain experience in planning, implementing, and evaluating various aspects of health promotion programs. Knowledge of wellness programs will be enhanced by the development and refinement of skills appropriate to the discipline. Out of class opportunities will include working with the Missouri Southern Wellness Program and/or the community. Prerequisite: Kine 295.

Kine 431 (F,S) 2 hrs. cr.

**Physiology of Exercise**

Study of the effects of acute and chronic exercise on the systems of the body. Emphasis on energy, nutrition, and human performance. Prerequisite: Bio 201.

Kine 432 (F) 2 hrs. cr.

**Physiology of Exercise Laboratory**

Lab activities with emphasis on instrumentation and techniques used in the assessment of the physiological response to exercise. Required course for Health Promotion and Wellness majors. Prerequisite: Bio 201.

Kine 495 (F, S) 6 hrs. cr.

**Internship in Wellness**

Extensive, off-campus internship providing opportunity for students to be an integral component of a wellness or health promotion facility. Students and on-site supervisor will develop a contractual

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agreement that provides specific learning experiences for the internship. Prerequisites: health promotion and wellness major, application for experience at least one semester in advance, and consent of department.

Kine 498 (Demand) 1-3 hrs. cr.

## Seminar in Health or Physical Education

A thorough study of an advanced problem in health or physical education for selected students. Prerequisites: senior standing, and permission of department head.

Kine 499 (F,S) 1-3 hrs. cr.

## Independent Study

Research of a problem or field of study relating to kinesiology. Material, content, credit, and schedule to be arranged by the department head. Prerequisites: senior standing, 3.0 GPA in major, and permission of department head.

# PSYCHOLOGY

Taylor Hall 206, 417.625.9315

**Faculty** Murdock - Head, Cathey, Cochran, A. Cole, C. Cole, Griffin, Huffman, McDermid

The Psychology Department offers two degrees: the Bachelor of Arts (B.A.) and the Bachelor of Science (B.S.). Both degrees have the same requirements in the core and psychology. The B.A. includes an emphasis on foreign language; the B.S. includes an emphasis in math or science. Both degrees prepare students for careers that require a broad liberal arts education at the bachelor's level. Recent graduates with the bachelor's degree (B.A. & B.S.) have entered careers in human and social services, research, and business. The B.A. and B.S. degrees provide an excellent foundation for students who wish to earn advanced graduate degrees or go to professional school. Almost half of the recent graduates have entered into graduate programs.

Many psychology courses are taken by students with other majors. Psy 100 fulfills a requirement in the Core Curriculum. Several degrees require supporting courses in psychology. Students may also obtain a minor in psychology.

## Student Organizations

**Psychology Club** is open to all students who are interested in psychology. The club provides an informal setting for students to learn more about psychology. The club sponsors a wide variety of social and intellectual activities each semester.

**Psi Chi** is the national honor society in psychology. Psi Chi recognizes academic excellence and stimulates further scholarship. Psi Chi members are invited to participate in national and regional professional organizations. Locally the Psi Chi members share many activities with the Psychology Club.

## Bachelor of Arts in Psychology

Core Requirements (p. 32) 51  
Psychology Requirements 46-48

Psy 100	General Psychology *	3
Psy 305	Child & Adolescent Development (4)	
OR		
Psy 300	Child Development (3)	
AND		
Psy 301	Adolescent Development (3)	4-6
Psy 320	Applied Statistics	3
Psy 325	Computers in the Behavioral Sciences	3
Psy 330	Experimental Psychology	5
Psy 386	Conditioning & Learning	3
Psy 411	Sensation & Perception	
OR		
Psy 415	Animal Behavior	
OR		
Psy 442	Physiological Psychology	3
Psy 341	Social Psychology	
OR		
Psy 422	Theories of Personality	3
Psy 390	Junior Seminar	1
Psy 443	Memory & Cognition	3
Psy 432	Abnormal Psychology	3
Psy 481	Senior Thesis	3
<b>Psychology Electives</b>		<b>6</b>
<b>400 Level Psychology Electives</b>		<b>3</b>

Choose one:

Psy 435	Clinical Psychology	
Psy 460	Advanced Research Projects	
Psy 470	Psychological Measurement	
OR		

Psy 498 Seminar in Psychology

**Supporting Area** 15

The supporting area requires at least 15 hours in one discipline. It is possible, with approval of the adviser and the department head, to use a combination of areas.

**Foreign Language\*** 12  
124

\*This course meets a three hour core requirement

## Bachelor of Science in Psychology

		Semester Hours
<b>Core Requirements (p. 32)</b>		<b>51</b>
<b>Psychology Requirements</b>		<b>46-48</b>
Psy 100	General Psychology *	3
Psy 305	Child & Adolescent Development (4)	
OR		
Psy 300	Child Development (3)	
AND		
Psy 301	Adolescent Development (3)	4-6
Psy 320	Applied Statistics	3
Psy 325	Computers in the Behavioral Science	3
Psy 330	Experimental Psychology	5
Psy 386	Conditioning & Learning	3
Psy 411	Sensation and Perception	
OR		
Psy 415	Animal Behavior	
OR		
Psy 442	Physiological Psychology	3

Psy 341	Social Psychology	
OR		
Psy 422	Theories of Personality	3
Psy 390	Junior Seminar	1
Psy 443	Memory & Cognition	3
Psy 432	Abnormal Psychology	3
Psy 481	Senior Thesis	3
<b>Psychology Electives</b>		<b>6</b>
<b>400 Level Psychology Electives</b>		<b>3</b>
Choose one:		
Psy 435	Clinical Psychology	
Psy 460	Advanced Research Projects	
Psy 470	Psychological Measurement	
OR		
Psy	498 Seminar in Psychology	
<b>Supporting Area</b>		<b>15</b>

The supporting area requires at least 15 hours in one discipline. It is possible, with approval of the adviser and the department head, to use a combination of areas.

Additional hours of science, computer science, or math that do not fulfill any other requirements 9

**Electives** 1-3  
124

\*These courses meet a 3 hour core requirement.

### Minor in Psychology

Psy 100	General Psychology	3
Psy 305	Child & Adolescent Development (4)	
OR		
Psy 300	Child Development (3)	
OR		
Psy 301	Adolescent Development (3)	3-4
Psy 320	Applied Statistics	3
Psychology Electives*		11-12
		<b>21</b>

\*Select with approval of a psychology adviser.

A minor in psychology complements many majors providing knowledge and skills concerning personal, interpersonal, and group behavior. A psychology adviser will help students minoring in psychology to select method and content courses appropriate to their goals.

## Suggested Order of Study

### Bachelor of Arts Major Code 2001 Psychology Major

#### Freshman Year

1st Semester		Hours
Course		
Psy 100	General Psychology	3
Psy 120	College Orientation	1
CORE	[Eng 101 Comp 1 (WI)]	3
CORE	[Math 125, 130, 131]	3
CORE	[Core Electives]	5
		<b>15</b>

2nd Semester		
Psy 305	Child & Adolescent Development	4
CORE	[Eng 102 (WI) (Eng 101)]	3
CORE	[Bio 101 General Biology]	4
CORE	[Core Electives]	6
		<b>17</b>

#### Sophomore Year

1st Semester		
Psy 320	Applied Statistics (Psy 100)	3
Psy 341	Social Psychology*	
OR		
Psy 411	Sensation & Perception*	
OR		
Psy 415	Animal Behavior*	3
CORE	[Core Electives]	6
Foreign Language		3
		<b>15</b>

2nd Semester		
Psy 325	Computers in Behavioral Sci (Psy320)	3
Psychology Elective		3
Supporting Area		3
CORE	[Core Elective]	3
Foreign Language		3
		<b>15</b>

#### Junior Year

1st Semester		
Psy 330	Experimental Psychology (WI) (Psy 325)	5
Supporting Area		3
CORE	[Core Elective]	4
Foreign Language		3
		<b>15</b>

2nd Semester		
Psy 390	Junior Seminar** (WI)	1
Psy 442	Physiological Psychology**	
OR		
Psy 422	Theories of Personality**	3
Psy 386	Conditioning & Learning (Psy 320)**	3
Supporting Area		6
CORE	[Core Elective]	2
Foreign Language		3
		<b>18</b>

#### Senior Year

1st Semester		
Psy 443	Memory & Cognition (Psy330)*	3
Psychology Elective		6
Supporting Area		3
CORE	[CORE Elective]	3
		<b>15</b>

2nd Semester		
Psy 432	Abnormal Psychology**	3
Psy 481	Senior Thesis (WI)	3
CORE	[CORE Elective]	3
Electives		5
		<b>14</b>

\*Offered fall semester only

\*\*Offered spring semester only

(Prerequisites)

[Department Recommendations]

### Bachelor of Science Major Code 2000 Psychology Major

#### Freshman Year

1st Semester		
Psy 100	General Psychology	3
Psy 120	College Orientation	1

CORE	[Eng 101 Composition I (WI)]	3
CORE	[Math 125,130 or 131]	3
CORE	[CORE Electives]	5
		15

2nd Semester		
Psy 305	Child & Adolescent Development	4
CORE	[Eng 102 (WI) (Eng 101)]	3
CORE	[Bio 101 General Biology]	4
CORE	[CORE Electives]	6
		17

## Sophomore Year

1st Semester		
Psy 320	Applied Statistics (Psy 100)	3
Psy 341	Social Psychology*	
OR		
Psy 411	Sensation & Perception*	
OR		
Psy 415	Animal Behavior*	3
CORE	[CORE Electives]	6
Science		3
		15

2nd Semester		
Psy 325	Computers in Behavioral Sci (Psy 320)	3
Psychology Elective		3
Supporting Area		3
CORE	[CORE Elective]	3
Science		3
		15

## Junior Year

1st Semester		
Psy 330	Experimental Psychology (WI) (Psy 325)	5
Supporting Area		3
CORE	[CORE Electives]	6
Science		3
		17

2nd Semester		
Psy 390	Junior Seminar** (WI)	1
Psy 442	Physiological Psychology**	
OR		
Psy 422	Theories of Personality**	3
Psy 386	Condition & Learning	3
Supporting Area		6
CORE	[CORE Electives]	3
		16

## Senior Year

1st Semester		
Psy 443	Memory & Cognition (Psy 330)*	3
Psychology Elective		6
Supporting Area		3
CORE	[CORE Electives]	3
		15

2nd Semester		
Psy 432	Abnormal Psychology**	3
Psy 481	Senior Thesis (WI)	3
CORE	[CORE Elective]	3
Electives		5
		14

\*Offered fall semester only

\*\*Offered spring semester only

(Prerequisites)

[Department Recommendations]

Other Requirements

Nine hours are required from math, computer science, chemistry, biology and/or physics, in addition to all other requirements. These replace the foreign language requirement.

## For additional information contact:

Dr. Gwen Murdock  
Office: Taylor Hall 209  
Phone: 417.625.9504  
Email: murdock-g@mssu.edu

# Course Descriptions

Psy 100 (F,S) 3 hrs. cr.

## General Psychology

Introductory course stressing the importance of the psychological mechanisms underlying all human behavior. Satisfies the CORE Curriculum requirement.

Psy 100 (F) 3 hrs. cr.

## General Psychology-Honors

The same topics as general psychology above. Designed and specially taught for Honors students. Other students permitted with consent of instructor.

Psy 105 1 hr. cr.

## Career and Life Planning

Materials and methods to help students investigate their present lifestyles including concrete methods of decision making and goal setting. Concentrated career/vocational choice sessions will help students determine an appropriate career. Offered during the second half of each semester. No credit toward psychology major or minor.

Psy 120 (F,S) 1 hr. cr.

## College Orientation

A requirement for all incoming freshmen. Provides a small group setting for open communication between students in an informal situation. Content focuses on practical knowledge necessary for academic survival, adviser assignment, and current issues of concern. Regular course withdrawal procedures do not apply. No credit toward psychology major or minor.

Psy 221 (F,S) 3 hrs. cr.

## Personal Adjustment

Selected principles of adjustment, ways of improving adjustment, and research of practical value. Some emphasis on assertion skills.

Psy 282 (F) 3 hrs. cr.

## Applied Behaviorism

Techniques of modifying behavior through principles developed by learning psychology. Emphasis on design and implementation of behavioral strategy in the laboratory, as well as practical settings. Prerequisite: Psy 100.

Psy 298 (Demand) 1-3 hrs. cr.

## Topics in Psychology

Designed to give instruction in some area of Psychology not covered in other courses. Prerequisites to be determined by department.

Psy 300 (F,S) 3 hrs. cr.

## Child Development

The course covers development from conception to late childhood, including physical, cognitive, emotional, and social development. Theories and methods of developmental psychology will be discussed. The course material will include a variety of individual and group activities. Prerequisite: Psy 100. No credit will be given if Psy 305 has been completed.

Psy 301 (F,S) 3 hrs. cr.

## Adolescent Development

The course covers adolescent development, including physical, cognitive, emotional, and social development. Theories of adolescent devel-

opment will be presented, as well as the contextual influences of family, peers, school, and culture. The course material will include a variety of individual and group activities. Prerequisite: Psy 100. No credit will be given if Psy 305 has been completed.

**Psy 302 (F,S) 2 hrs. cr.**  
**The Exceptional Child**

A series of awareness experiences which deal with the added complexities an exceptional child presents to a regular classroom teacher. Includes characteristics of the exceptional child, resources in the community, and legislation which determines school policy. Prerequisite: Psy 100.

**Psy 305 (F,S) 4 hrs. cr.**  
**Child & Adolescent Development**

Aspects of human development during conception, infancy, childhood, transience to adolescence will be examined, including, physical, emotional, social, and cognitive development. Emphasis will be given to theoretical frameworks and their practical implications. Cross-cultural variety will be included wherever appropriate. Prerequisites: Psy 100. One hour credit will be given if Psy 300 or Psy 301 have been completed.

**Psy 310 (F,S) 2 hrs. cr.**  
**Educational Psychology**

Psychological problems involved in education and the practical application of psychological principles of teaching. Special emphasis on the learner, the learning process, and the learning situation. Prerequisite: Psy 100.

**Psy 320 (F,S) 3 hrs. cr.**  
**Applied Statistics for the Behavioral and Natural Sciences**

The course includes descriptive and inferential techniques. The analysis and interpretation of data is emphasized. Prerequisites: Psy 100 (or permission) and Math 125, 130, or 131.

**Psy 325 (F,S) 3 hrs. cr.**  
**Computers in the Behavioral Sciences**

Applications of computers in behavioral sciences with an emphasis on statistical analysis, data collection, and report generation. Prerequisite: Psy 320.

**Psy 330 (F,S) 5 hrs. cr.**  
**Experimental Psychology** *(Writing Intensive)*

The research process is the foundation for knowledge in the field of psychology. This laboratory course stresses the acquisition of basic skills in conceiving and carrying out research, as well as analyzing results and writing reports in a professionally acceptable manner. Prerequisite or corequisite: Psy 325.

**Psy 341 (F) 3 hrs. cr.**  
**Social Psychology**

Introduction to the scientific study of social thinking (how we view ourselves and others), social influence including conformity, persuasion, and group influence), and social relations (including prejudice, aggression, attraction, and altruism). Prerequisite: Psy 100.

**Psy 343 (Demand) 3 hrs. cr.**  
**Human Sexuality**

Surveys current research and theory related to human sexuality. Human sexual behavior and attitudes will be viewed from biological, psychological, historical, and cultural perspectives. Prerequisites: Psy 100.

**Psy 386 (S) 3 hrs. cr.**  
**Conditioning & Learning**

Leading theories and research in the field of learning. Topics include Non-Associative Learning, Classical Conditioning, Instrumental Learning, Stimulus Control of Behavior, Punishment, Avoidance Behavior, and Cognitive Processes. Prerequisite: Psy 320.

**Psy 390 (S) 1 hr. cr.**  
**Junior Seminar** *(Writing Intensive)*

For Junior Psychology majors. Information & experiences helpful in making decisions about and preparing for careers, emphasizing preparation for either graduate school or baccalaureate level employment. Corequisite or Prerequisite: Psy 320.

**Psy 411 (F,Even) 3 hrs. cr.**  
**Sensation and Perception**

Includes classical and modern psychophysical techniques. The physiology of various sensory systems, e.g. vision and audition, are examined in order to appreciate the nature of perception. Prerequisite: Psy 100.

**Psy 412 (F,S) 2 hrs. cr.**  
**Measurement and Evaluation in Education and Psychology**

Explores theories and problems of measurement and the assessment of learning. Contemporary and classical approaches to measuring achievement in the educational setting are examined. Prerequisite: Psy 310 or consent of instructor.

**Psy 415 (F,Odd) 3 hrs. cr.**  
**Animal Behavior**

Research in animal behavior from a phylogenetic and ontogenetic perspective. Includes theoretical approaches, ethological methods, ethical concerns, sensory capacities, learning, cognition, and social behavior of animals. Field observations and experimental research for each topic. Field trips are planned to supplement lectures and discussions. Prerequisites: Psy 100 and Bio 101 or permission of the instructor.

**Psy 420 (On Demand) 3 hrs. cr.**  
**Psychology in Film**

An advanced course in psychology examining the use of psychological concepts in feature films, many of which are "classic" films. Readings will accompany each film and address the significant concepts illustrated. Topics addressed in the class will include: psychodynamic perspectives on dreams, personality, and defense mechanisms, existentialism, identity, adolescent and adult development, and selected topics in clinical psychology. Prerequisite: Psy 100 and 6 additional hours of psychology or permission from instructor.

**Psy 422 (S) 3 hrs. cr.**  
**Theories of Personality**

Survey of major contemporary theories of personality, issues of personality assessment, and current research. Prerequisite: Psy 100 and junior standing.

**Psy 432 (S) 3 hrs. cr.**  
**Abnormal Psychology**

Recognition and classification of the systems of mental disorders, specifying causes and possible therapeutic techniques. Extensive use of the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders. Prerequisite: Psy 100.

**Psy 435 (F,Odd) 3 hrs. cr.**  
**Clinical Psychology**

Survey of history, current methods, guild issues, and future developments of clinical practice. Seminar format with considerable student participation. Prerequisites: Junior standing and 15 hours of psychology.

**Psy 442 (S) 3 hrs. cr.**  
**Physiological Psychology**

Structure and function of the nervous system from the individual neuron to the behavior of the organism. The biological basis of movement, sleep, homeostasis, sexual behavior, emotion, learning, language, and abnormal behavior will be examined from an ontogenetic and phylogenetic perspective. Prerequisite: Psy 100.

Psy 443 (F) 3 hrs. cr.  
**Memory and Cognition**  
Designed to acquaint the student with the major issues and current research findings in the area of memory and cognitive processes. General topics include sensory, short-term and long-term memory; psychology and law; and artificial intelligence. Prerequisite: Psy 330.

Psy 450 (S) 3 hrs. cr.  
**Psychology of Human Resources**  
An interdisciplinary approach to traditional areas of human resource management/organizational psychology, including group interaction, communication, interviewing, compensation and benefits, and legal environment. Experiential and theoretical methods will be used. Prerequisite: Psy 100 or MM 350 or permission of instructor.

Psy 452 (S) 3 hrs. cr.  
**History and Systems of Psychology**  
Historical antecedents and their effects on contemporary scientific psychology. Prerequisite: Psy 330 or consent of instructor.

Psy 460 (Demand) 3 hrs. cr.  
**Advanced Research Projects**  
Advances the research skills in psychology beyond what is learned in Psy 330. Students will conceive, design, gather, and analyze the data and write up a naturalistic observation, a survey, or an experiment of their own choosing. Students will function as sole investigators or as members of a team. The final research project can serve as a pilot study for the students' senior thesis as well as provide a project for presentation at a professional research conference. Prerequisite: Psy 330 or permission of the instructor.

Psy 470 (Demand) 3 hrs. cr.  
**Psychological Measurement**  
Examines classical and contemporary theories and practices in psychological measurement. Students apply measurement theory in the construction of an original instrument and establish the properties of reliability and validity. Prerequisites: 12 hours of psychology course work including Psy 320.

Psy 481 (F,S) 3 hrs. cr.  
**Senior Thesis** (Writing Intensive)  
Students design and conduct research projects resulting in a written thesis and an oral presentation. Prerequisite: Psy 330 and Senior standing.

Psy 495 (F, S) 2-3 hrs. cr.  
**Leadership Training**  
A required course for selected Orientation Leaders. This course is designed to cover organization of classroom materials, time-management, decision-making, problem-solving, and interpersonal relating in an on-site experience with small groups of freshman students. Student leaders may repeat this course for a maximum of 3 credits. This course will not fulfill requirements for a major or minor in Psychology.

Psy 498 (Demand) 1-3 hrs. cr.  
**Advanced Topics in Psychology**  
Designed to give advanced instruction in some area not covered in other courses. For upper division majors. Prerequisites to be determined by department.

Psy 499 (Demand) 1-3 hrs. cr.  
**Independent Study**  
Course structured by adviser with approval of department head. Prerequisite: Advanced standing in major field. Registration must be approved by adviser and department head.

## TEACHER EDUCATION

Taylor Hall 232, 417.625.9309

**Faculty** Pulliam - Head, Abight, Betebenner, Cade, Coltharp, Edwards, Freeman, Morris, Overdeer, Payne, Richards, Robertson, Scholl, Spencer

All Teacher Education programs have been approved by the Missouri Department of Elementary and Secondary Education (DESE) and accredited by the National Council for the Accreditation of Teacher Education (NCATE).

### Program Objectives

Objectives for all programs in teacher education can be found in the Teacher Education Program Policy Handbook For Faculty and in the Teacher Education Program Policy Handbook for Students. Objectives for the student teaching program can be found in the Policy Handbook for Student Teachers, Cooperating Teachers, and University Supervisors.

### Teacher Education

The descriptions of the teacher education programs and the requirements that are listed for each program in teacher education in this catalog are subject to change during the period that this catalog is in use. As changes are made by the State Department of Elementary and Secondary Education (DESE), legislative and regulatory bodies, and accrediting agencies; candidates in the program will be alerted through the advising process. Teacher education candidates are responsible for their programs of study. They are encouraged to obtain degree plan sheets for the program they are pursuing and work closely with their advisers.

Eligibility for current certification is a requirement for graduation. Transfer students with a Missouri Associate of Arts degree will need to meet several MSSU core requirements. The Assistant Teacher Certification Officer, Taylor Hall 222, must complete a transcript evaluation as the core is not automatically complete for certification.

The Teacher Education Program consists of the Teacher Education Department and Secondary Education Committee, the Teacher Education Council (which serve as the governing unit), and the Committee on Admissions and Retention. The Teacher Education Department oversees all teacher education programs and is specifically responsible for the elementary education program grades 1 through 6; early childhood education program, birth through grade 3; middle school program, grades 5 through 9; special education programs, grades K through 12.

The Dean of the School of Education is the chief spokesperson for the teacher education program and in this capacity is the chief administrator responsible for the teacher education programs. The Dean serves under the direction of the President of the University and the Vice President for Academic Affairs.

The Teacher Education Program is based on a conceptual framework that defines the role of the teacher as an educational decision maker. In this role, the teacher must make decisions about pedagogical design and lesson design. Decisions concerning pedagogical design include those regarding classroom management, curriculum development, field experiences, technology, and program evaluation. Decisions about lesson design include communications, use of science, technology, and the arts, problem solving, values clarification, intellectual domains, and social institutions. An extension of the role of the teacher as an educational decision maker includes the teacher as a learner, provider of services, researcher, and change agent.

Central to the preparation for teaching is the conceptual framework, composed of knowledge, skills, and dispositions that have been gathered from research, reported effective practices, and learned societies in such areas as human growth and development, learning theory, assessment, cultural diversity and special needs, curriculum content, psychological, sociological, historical, and philosophical foundations, principles of effective instruction, and school effectiveness.

In order to be an effective educational decision maker, the teacher must possess certain knowledge, cognitive abilities, and pedagogical skills. These are included in the following 11 standards:

1. The preservice teacher understands the central concepts, tools of inquiry, and structures of the discipline(s) within the context of a global society and creates learning experiences that make these aspects of subject matter meaningful for students.
2. The preservice teacher understands how students learn and develop and provides learning opportunities that support the intellectual, social, and personal development of all students.
3. The preservice teacher understands how students differ in their approaches to learning and creates instructional opportunities that are adapted to diverse learners.
4. The preservice teacher recognizes the importance of long-range planning and curriculum development and develops, implements, and evaluates curriculum based upon student, district, and state performance standards.
5. The preservice teacher uses a variety of instructional strategies to encourage students' development of critical thinking, problem solving, and performance skills.
6. The preservice teacher uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive social interaction, active engagement in learning, and self-motivation.
7. The preservice teacher models effective verbal, nonverbal, and media communication techniques to foster active inquiry, collaboration, and supportive interaction in the classroom.
8. The preservice teacher understands and uses formal and informal assessment strategies to evaluate and ensure the continuous intellectual, social, and physical development of the learner.
9. The preservice teacher is a reflective practitioner who continually assesses the effects of choices and actions on others. This reflective practitioner actively seeks out opportunities to grow professionally and utilize the assessment and professional growth to generate more learning for more students.
10. The preservice teacher fosters relationships with school colleagues, parents, and educational partners in the larger community to support student learning and well-being.
11. The preservice teacher understands theories and applications of technology in educational settings and has adequate technological skills to create meaningful learning opportunities for all students.

### **Admission to the Teacher Education Program**

After the candidate declares a major in teacher education, two levels of admission to the Teacher Education Program exist.

The first level is application for tentative formal admission, which may be after the candidate has declared a teacher education major and successfully completed 55 semester hours of prescribed course work. The deadline for application is the third Thursday in February for those seeking tentative formal admission in the subsequent fall semester. The deadline for application for those seeking admission in the spring semester is the third Thursday in October.

Students must have tentative formal admittance before courses can be taken in professional education. Courses with an EDUC prefix cannot be taken until the Junior Block (Educ 321, 329, & 423) has been completed, except for Educ 100, Educ 200, Educ 302, and 304, which should be taken prior to the Junior Block. Educ 301 must be taken before or concurrently with the Junior Block. Educ 316, Educ 342, Educ 348, Educ 422, and Educ 430 may be taken concurrently with the Junior Block classes.

Qualifications for tentative formal admission include the following:

1. Submit a completed application that is signed by the candidate's adviser.
2. Have a cumulative GPA of 2.75 in all course work. All candidates in education must maintain a cumulative GPA of 2.5 in their teaching areas, e.g., art, mathematics, elementary education, etc.
3. Pass all sections of the Missouri C-Base Test with a minimum score of 235. (This test is not required of post baccalaureates.)
4. Have a composite ACT enhanced score of 20 or a SAT (VM) of 800.
5. Submit a hand-written autobiography in correct and coherent standard English. The autobiography must be read and evaluated by the candidate's adviser.
6. Submit a passing evaluation in speech from the communication department.
7. Applicants who have been convicted of a misdemeanor or felony, including a suspended imposition of sentence (SIS) must identify themselves by so indicating on the

application for admission form. Upon identification the candidate will need to make certain documents and information available to the Admissions and Retention Committee of the Teacher Education Program, i.e., conviction status, probation information, recommendations from court and public officials associated with the conviction. This process must be repeated when application is made for student teaching. There is a process that must be followed before consideration is given for certification in the State of Missouri. Failure to identify oneself will cause the candidate to be immediately removed from the program.

8. Submit a faculty recommendation form completed by a MSSU faculty member.

When candidates attain these qualifications, they will receive tentative formal admission to the Teacher Education Program and notification from the Dean.

The second level is formal admission, which is granted after the candidate successfully completes the eight credit hour Junior Block: Educ 321, Microteaching; Educ 329, Pedagogical Theory, Methods, and Practices; and Educ 423, Classroom Management. The candidate must be recommended by the instructors of these courses. The candidate must maintain a cumulative GPA of 2.75. If at any point in the program a candidate's GPA drops below accepted levels, the candidate will be dismissed from the teacher education program.

Grades below a "C" in professional education courses will not be accepted for the degree requirements in teacher education. Candidates seeking certification in elementary education, middle school education, secondary education, special education, and early childhood education must have a grade of "C" or better in each of the courses in these certification areas.

The following list are courses at MSSU that must have a grade no lower than a "C". The Department of Elementary and Secondary Education (DESE) classifies these courses under professional requirements as foundations of teaching, teaching methods, elementary school courses, and clinical experiences.

A) ALL "Educ" prefix classes

B) Psychology classes:

Psy 100	General Psychology
Psy 300	Child Development
Psy 301	Adolescent Development
Psy 305	Child/Adolescent Dev
Psy 310	Educational Psychology
Psy 412	Measurement & Evaluation

C) Education Requirements & General Education where applicable:

Geog 211	Regions & Nations	3
Econ180	American Economic System	3
Math 119	Math Elementary Teacher I	3
Math 120	Math Elementary Teacher II	3
Eng 325	Children's Literature	3
Art 220	Art Education	2
Mus 332	Music for Elementary School	2
Kine 311	PE for Elementary School	2

Kine 340	Motor Learning	2
Kine 370	School Health	3

Candidates qualifying for formal admission to the program will be notified in writing by the Dean. The date of formal admission will be entered on the candidates's record by the Registrar. Candidates who have not met the criteria will also be notified and corrective measures suggested.

### Admission to Student Teaching

After completion of Educ 329, Pedagogical Theory, Methods, and Practices, but before the professional semester, candidates in early childhood education, elementary education, middle school education, and special education take approximately 26 or more hours of work in professional education and in a teaching specialty. During this time, the candidate must maintain a cumulative GPA of 2.75 or better and a GPA of 2.5 or better in the teaching specialty. The candidate must earn a "C" or better in all professional education courses and must retake courses in which a grade lower than "C" is earned. The candidate is expected to maintain those personal and professional requirements that were met as part of the admission requirements to teacher education. Requirements that must be met prior to admission to student teaching are:

1. Be fully admitted to the teacher education program.
2. Have a cumulative GPA of 2.75.
3. Have all previous course work completed at the time of student teaching.
4. Have a completed application for student teaching on file at least one semester prior to the student teaching semester.
5. Have a grade of "C" or better in each professional education course.
6. Have an approved typewritten autobiography on file. The autobiography must consist of two or more paragraphs.

The student teaching program is designed for candidates who have met all of the requirements for student teaching at Missouri Southern State University.

Attendance is required at a student teaching orientation the semester prior to student teaching. This orientation is held the second week of the semester. Attendance is also required at student teaching seminars. These seminars are held during the student teaching semester.

### Graduation Requirements

In order to graduate from the Teacher Education Program, the candidate must successfully complete the following exit requirements, in addition to all other academic requirements of the University:

1. Demonstrate mastery of pedagogical knowledge and skills included in the 11 standards which are required of all teacher education students.
2. Submit a portfolio of the candidate's work in the teacher education program for faculty assessment.
3. Have a cumulative GPA of 2.75 or higher.

4. Have a cumulative GPA of 2.5 or higher in the teaching specialty area.
5. Pass the Teaching Specialty Exam, currently the ETS PRAXIS II Series.
6. Successfully complete student teaching requirements.
7. Complete the exit interview.
8. Pass an FBI background check.
9. Be eligible for current Missouri teacher certification.

### **Advisement**

Advisers will be assigned to candidates upon admission to the University. For those without advisers, freshmen with declared majors in teacher education will have an adviser assigned as part of Educ 100, Introduction to Teacher Education I, and sophomores declaring a major in teacher education will be assigned advisers in Educ 200, Introduction to Teacher Education II. It is strongly recommended that all secondary teacher education majors have advisers in their teaching specialty area, due to the many specific course requirements and entrance and exit requirements for teacher education. Effective academic advisement is a partnership, with advisees taking responsibility for course work and degree completion.

Post-graduates holding Missouri certificates must have the Missouri State Department of Elementary and Secondary Education (DESE) evaluate their transcripts and make recommendations for course work that will lead to certification. After a plan sheet is received by the candidate, the requirements specified by DESE may be translated into MSSU courses by the Assistant Certification Officer in the Office of the Dean.

All students who enter Missouri Southern as freshman teacher education candidates are required to take Educ 100, Introduction to Teacher Education I, during their freshman year and Educ 200, Introduction to Education II, during their sophomore year. Students who transfer into MSSU at the point of tentative formal admission into the Teacher Education Program are not required to take these two courses.

### **Psychology Requirements**

All teacher education majors must take Psy 310 Educational Psychology.

Elementary education candidates (grades 1 through 6) and early childhood education candidates (birth through grade 3) must take Psy 100 General Psychology and Psy 300 Child Development.

Middle school education candidates (grades 5 through 9), must take Psy 100 General Psychology and Psy 305 Child/Adolescent Development.

K-12 candidates, including special education candidates (grades K through 12), music education candidates (grades K through 12), art education candidates (grades K through 12), physical education candidates (grades K through 12), foreign language education candidates (grades K through 12), and reading concentration candidates (Option 1, elementary grades 1 through 6) must take Psy 100 General Psychology and Psy 305 Child/Adolescent Development.

Secondary education candidates in business education, English education, mathematics education, social studies education, speech/theatre education, or unified science education must take Psy 100 General Psychology and Psy 301 Adolescent Development.

### **Certification**

Candidates majoring in elementary education, elementary education/early childhood education, elementary education/special education, middle school education, secondary education, or K-12 education, who successfully complete the requirements for this degree will be recommended for the Initial Professional Certificate (IPC). This is a probationary certificate that is granted for four years. Additional certification is granted by the Missouri Department of Elementary and Secondary Education. Candidates with degrees from MSSU or another institution who wish to be certified in the State of Missouri must meet all of the requirements that are set forth in this catalog for the B.S.E. degree. All programs are designed to exceed minimal requirements for certification. Programs of study and courses required may be obtained through the Assistant Certification Officer in the Office of the Dean and in the Teacher Education Department.

### **Exceptions to the Core Requirements:**

#### **Physical Education Requirements**

All teacher education candidates must meet the Core Curriculum requirements with the exception of elementary education, early childhood education, or special education candidates. These candidates are not required to take Kine 101, P. E. Activities, and Kine 103, Lifetime Wellness. In place of these two courses, these teacher education candidates are required to take Kine 370, School Health Education, and Kine 311, Physical Education for the Elementary School.

### **Bachelor of Science in Education (B.S.E.) - Elementary Education**

#### **Area of Concentration**

Candidates who elect elementary education (grades 1 through 6) as their teaching area must complete an area of concentration consisting of a minimum of 21 hours. This requirement may be met in one of two ways as follows:

**Option 1:** A collection of 21 hours of approved courses in an area of study, including art, English, mathematics, music, reading, science, social studies, speech/theatre, or other approved area.

**Option 2:** An added certification in an area of study, such as early childhood education (birth-grade 3), special education (K-12). A course of study for these certificates is available in the Teacher Education Department Office. The elementary professional education sequence (1-6) must be followed along with the selected area of the added certificate.

#### **1-6 Elementary Professional Education (Option 1)**

	Hours
Math 119 Math Elementary I . . . . .	3
Math 120 Math Elementary II . . . . .	3
Eng 325 Children's Literature . . . . .	3

Art 220	Art Education .....	2
Mus 332	Music for the Elementary Teacher .....	2
Kine 311	P.E. for the Elementary Teacher .....	2
Kine 370	School Health .....	3
Psy 300	Child Development .....	3
Psy 310	Educational Psychology .....	2
Educ 100	Introduction to Teacher Education I .....	1
Educ 200	Introduction to Teacher Education II .....	1
Educ 301	Use of Computer Software .....	3
Educ 304	Exceptional Student .....	3
Educ 311	Science in the Elementary & Middle School .....	3
Educ 312	Problems in Teaching Arithmetic .....	3
Educ 322	Social Studies in the Elementary & Middle School .....	3
Educ 329	Pedagogical Theory, Methods & Prac ..	4
Educ 321	Microteaching .....	2
Educ 423	Classroom Management .....	2
Educ 340	Language Arts .....	2
Educ 342	Developmental Reading .....	3
Educ 343	Content Area Literature: Middle School ..	3
Educ 402	Foundations in Education .....	2
Educ 432	Critical Issues .....	2
Educ 470	Diagnostic & Remedial Reading .....	3
Elective @ @ .....		4-6
Educ 442	Student Teaching Elementary .....	8

@ @Elementary Education (Option 1) candidates are required to take a total of two classes (4-6 hrs) from either the area of concentration or upper division School of Education (Teacher Education, Psychology, or Kinesiology).

## K-12 Special Education (Option 2)

	Hours
Educ 304	Exceptional Student . . . . . 3
Educ 348	Transition Services . . . . . 2
Educ 410	Teaching Mild/Moderate: Categorical Class . . . . . 3
Educ 420	Introduction to Counseling . . . . . 3
Educ 430	Language Development . . . . . 3
Educ 446	Practicum in Special Education . . . . . 3
Educ 403 or 404 or 405	Methods . . . . . 3
Educ 474	Educational-Psychological Testing in Special Education . . . . . 3
Educ 444	Student Teaching Special Education . . . 8

## B-3 Early Childhood Education (Option 2)

	Hours
Kine 340	Motor Learning . . . . . 2
Educ 316	Foundations, Issues, & Trends in Early Childhood Education . . . . . 2
Educ 317	Curriculum in Early Childhood Education . 3
Educ 318	Early Childhood Methods & Materials. . . 3
Educ 319	Parcticum I in Early Childhood Education . . . . . 2
Educ 323	Utilizing Family & Community Resources for the Young Child . . . . . 3
Educ 408	Assessment & Practicum in Early Childhood . . . . . 4
Educ 430	Language Development . . . . . 3
Educ 442	Student Teaching Elementary . . . . . 8

## K-12 TESOL (Option 2)

(THIS PROGRAM IS CURRENTLY NOT ACTIVE)

## Bachelor of Science in Education - Middle School

Candidates who elect middle school (grades 5-9) as their major must complete two areas of certification consisting of 23-29 hours in each area. The curriculum for these areas is a joint effort by the departments of teacher education and the teaching specialty. Students who desire to teach in a middle school may choose to become certified in any two of the following seven areas: Language Arts (English), Math, Science, Social Studies, Business, Industrial Technology, Speech/Theatre.

## 5-9 Middle School Professional Education courses

	Hours
Math 119	Math Elementary I..... 3
Math 120	Math Elementary II ..... 3
Psy 305	Child/Adolescent Development..... 4
Psy 310	Educational Psychology ..... 2
Psy 412	Measurement & Evaluation in Education & Psychology ..... 2
Educ 100	Introduction to Teacher Education I ... 1
Educ 200	Introduction to Teacher Education II ... 1
Educ 301	Use of Computer Software ..... 3
Educ 302	Exceptional Child ..... 2/3
OR	
Educ 304	Exceptional Student ..... 3
2 content area methods courses	..... 4-6
(Educ 322, 333, 336, 339, 340, 344, 347)	
Educ 321	Microteaching ..... 2
Educ 329	Pedagogical Theory, Methods & Prac .. 4
Educ 423	Classroom Management..... 2
Educ 342	Developmental Reading ..... 3
Educ 343	Content Area Literature: Middle School . 3
Educ 402	Foundations of Education ..... 2
Educ 412	Middle School & Junior High Philosophy, Organization & Curriculum ..... 2
Educ 413	Methods of Teaching Students in the Middle Grades..... 2
Educ 432	Critical Issues ..... 2
Educ 452	Student Teaching-Middle School ..... 8

Core and department requirements for the middle school professional education courses total 100/101 hours. The number of hours added to this core depends on the two content areas chosen. The possible choices and hours are listed below.

Social Studies/English	=	31
English/Science	=	36
English/Math	=	36
Social Studies/Science	=	30
Social Studies/Math	=	30
Science/Math	=	38
Science/Industrial Tech	=	43
Science/Business	=	45
Speech&Theater/Social Studies	=	37
Speech&Theater/English	=	43
Speech&Theater/Science	=	45
Industrial Tech/Social Studies	=	35

Industrial Tech/Speech & Theater	=	50
Industrial Tech/English	=	41
Business/Social Studies	=	37
Business/Industrial Tech	=	50
Business/Speech & Theater	=	52
English/Business	=	43
Math/Speech&Theater	=	45
Math/Industrial Tech	=	43
Math/Business	=	45

**Total Hours for degree in Middle School:**

Social Studies/English	=	131/132
English/Science	=	136/137
English/Math	=	136/137
Social Studies/Science	=	130/131
Social Studies/Math	=	130/131
Science/Math	=	138/139
Science/Industrial Tech	=	143/144
Science/Business	=	145/145
Speech&Theater/Social Studies	=	137/138
Speech&Theater/English	=	143/144
Speech&Theater/Science	=	145/145
Industrial Tech/Social Studies	=	135/136
Industrial Tech/Speech & Theater	=	150/151
Industrial Tech/English	=	141/142
Business/Social Studies	=	137/138
Business/Industrial Tech	=	150/151
Business/Speech & Theater	=	152/153
English/Business	=	143/144
Math/Speech & Theater	=	145/146
Math/Industrial Tech	=	143/144
Math/Business	=	145/146

**Bachelor of Science in Education-Secondary Education or K-12**

The curriculum for secondary education is a joint effort of each department supporting a teaching specialty area and the Teacher Education Department.

The candidate who desires to teach in a secondary school may choose to become qualified in a single teaching field with a high degree of specialization or in two different teaching fields with a lesser degree of specialization. Specialties available for secondary and K-12 school teaching are:

1. Art K-12
2. Biology 9-12
3. Business Education 9-12
4. Chemistry 9-12
5. English 9-12
6. French K-12
7. German K-12
8. Industrial Technology 9-12
9. Mathematics 9-12
10. Music K-12 (Vocal and/or Instrumental)
11. Physical Education K-12
12. Physics 9-12
13. Social Studies 9-12
14. Spanish K-12
15. Speech/Theatre 9-12
16. Unified Science 9-12 (with emphasis in biology, chemistry, or physics)

**Plan A: (Double Teaching Field)**

Plan A is intended for those who desire to qualify as teachers in two different subject matter areas. Each area requires a minimum of 30 semester hours of specific course work which must meet minimum Missouri State Department of Elementary and Secondary Education requirements. Plan A is not available in social science or unified science. If Plan A is selected, a second teaching field is required.

**Plan B: (Single Teaching Field)**

Plan B is intended for persons who wish to concentrate teacher preparation in one subject matter area only. Forty or more semester hours are required in the subject matter area or related supporting courses listed in this catalog by department.

**The Teaching Specialty for Secondary Education K-12/9-12**

Candidates in secondary education must meet the same core requirements as all MSSU students. Depending on the teaching specialty, these candidates will differ in the order in which they take the Core Curriculum requirements. Each specialty area has a sequence of courses for the teaching specialty. Candidates should refer to the catalog under the teaching specialty.

**K-12 Professional Education Courses:**

	Hours
Psy 305 Child/Adolescent Development. ....	4
Psy 310 Educational Psychology .....	2
Educ 100 Introduction to Teacher Education I ....	1
Educ 200 Introduction to Teacher Education II ....	1
Educ 301 Use of Computer Software .....	3
Educ 304 Exceptional Student* .....	3
Educ 321 Microteaching .....	2
Educ 329 Pedagogical Theory, Methods & Prac ..	4
Educ 335,337,338,345 (Methods Course).....	2
Educ 402 Foundations of Education .....	2
Educ 412 or 420, or Psy 412 (Elective).....	2-3
Educ 422 Content Area Literature: Secondary ...	2
Educ 423 Classroom Management .....	2
Educ 432 Critical Issues .....	2
Educ 464 Student Teaching K-12 .....	8

\*K-12 Physical Education candidates take Educ 302 Exceptional Child, 2 cr. hrs.

**9-12 Secondary Professional Education Courses:**

Psy 301 Adolescent Development.....	3
Psy 310 Educational Psychology .....	2
Educ 100 Introduction to Teacher Education I ....	1
Educ 200 Introduction to Teacher Education II ....	1
Educ 301 Use of Computer Software .....	3
Educ 302 Exceptional Child .....	2
Educ 321 Microteaching .....	2
Educ 329 Pedagogical Theory, Methods & Prac ..	4
Educ 332, 333, 334, 336, 339, 344, 347 (Methods Course).....	2-3
Educ 402 Foundations of Education .....	2
Educ 412 or 420, or Psy 412 (Elective).....	2-3
Educ 422 Content Area Literature: Secondary ...	2

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Educ 423	Classroom Management	2
Educ 432	Critical Issues	2
Educ 462	Student Teaching Secondary Education	8

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
Educ 342	Development Reading: Elementary	3
Kine 370	School Health Education (WI)***	3
Mus 332	Music for Elementary School	2
		16

## Programs (Examples:)

### 1. Elementary Education - Option I with a 21 hour concentration

## Suggested Order of Study

### Bachelor of Science in Education Elementary Education with Social Studies Concentration Major Code 9007

#### Freshman Year

##### 1st Semester

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 Amer Econ]	3
Psy 120	College Orientation	1
		14

##### 2nd Semester

CORE	[Math 120 Math Elem II]	3
CORE	[Eng 102 (Eng 101)] (WI)	3
CORE	[Comm 100 Oral Communication]*	3
CORE	[Hist 110 U.S.1492-1877]	3
CORE	[Humanities/Fine Arts (2A)]	3
		15

(To meet state certification requirements the candidate in all elementary supported fields must take either Music or Art Appreciation to fulfill Area 2A as one of the three Humanities & Fine Arts requirements, page 32.)

#### Sophomore Year

##### 1st Semester

Educ 200	Introduction to Teacher Education II	1
CORE	[Bio 101 General Biology]	4
CORE	[Hist 120 US 1877-present]	3
CORE	[Humanities/Fine Arts (2B)]	3
CORE	[PSc 120 Gov't:US/Sta/Loc]	3
Psy 300	Child Development	3
		17

##### 2nd Semester

Take first available C-Base Test. Apply for admission to the Teacher Education Program. If ACT is less than 20, candidate must retake the ACT.

CORE	[Humanities/Fine Arts (2C)]	3
Kine 311	PE in Elem School ***	2
CORE	[Phys 101 Physical Science]	5
Educ 301	Computer Software Classroom**	3
Educ 304	The Exceptional Student	3
		16

#### Junior Year

##### 1st Semester

Candidate must be tentatively admitted to the Teacher Education Program before any course from the junior block forward with an "Educ" prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, and Educ 304)

##### 2nd Semester

Must be fully admitted to the Teacher Education Program.

Art 220	Art Education	2
Geog 211	Regions and Nations	3
Educ 312	Problems of Teaching Arithmetic	3
Educ 340	Language Arts	2
Educ 343	Content Area Literature: M.S. (WI)	3
Psy 310	Educational Psychology	2
		15

#### Senior Year

##### 1st Semester

Eng 325	Children's Literature (WI)	3
Educ 311	Teaching Science Elementary (Bio 101, Phys 101)	3
Educ 322	Teaching Social Studies	3
Educ 470	Diagnostic & Remedial Reading	3
Elective @ @		2-3
		14-15

##### 2nd Semester

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Elective @ @		2-3
Educ 442	Student Teaching: Elementary	8
		14-15

### Total Elementary Education /with Social Studies Concentration

121-123#

@ @ Elementary Education (Option 1) candidates are required to take a total of two classes (4-6 hrs) from either the area of concentration or upper division School of Education (Teacher Education, Psychology, or Kinesiology). If Educ 420 is chosen as an elective, it must be taken before student teaching.

#Additional hours of coursework needed to fulfill the graduation requirement. See your adviser.

#### (Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Dean's Office.

\*\*This is a certification requirement and must be taken by all teacher education candidates before or concurrently with the Junior Block.

\*\*\*Meets the core requirements in Physical Education.

### Bachelor of Science in Education Elementary Education/ with Reading Concentration

Major Code 9000

#### Freshman Year

##### 1st Semester

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 Amer Econ]	3
Psy 120	College Orientation	1
		14

<b>2nd Semester</b>		
CORE	[Math 120 Math Elem II]	3
CORE	[Eng 102 (Eng101)] (WI)	3
CORE	[Comm 100 Oral Communication]*	3
CORE	[Hist 110 U. S. 1492-1877]	3
CORE	[PSc 120 Gov't;US/Sta/Loc]	3
CORE	[Humanities/Fine Arts (2A)]	3
		<b>18</b>

(To meet state certification requirements the candidate in all elementary supported fields must take either Music or Art Appreciation to fulfill Area 2A as one of the three Humanities & Fine Arts requirements, page 32.)

#### **Sophomore Year**

<b>1st Semester</b>		
Educ 200	Introduction to Teacher Education II	1
CORE	[Bio 101 General Biology]	4
CORE	[Hist 120 US 1877-present]	3
Geog 211	Regions and Nations	3
CORE	[Humanities/Fine Arts (2B)]	3
CORE	[Humanities/Fine Arts (2C)]	3
		<b>17</b>

#### **2nd Semester**

Take first available C-Base Test. Apply for admission to the Teacher Education Program. If ACT is less than 20, candidate must retake the ACT.

Psy 305	Child/Adolescent Development	4
Kine 311	PE in Elementary School ***	2
CORE	[Phys 101]	5
Educ 301	Computer Software Classroom**	3
Educ 304	The Exceptional Student	3
		<b>17</b>

#### **Junior Year**

##### **1st Semester**

Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ" prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, and Educ 304)

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, Practices	4
Educ 423	Classroom Management	2
Kine 370	School Health Education ***(WI)	3
Educ 342	Development Reading: Elementary	3
Art 220	Art Education	2
		<b>16</b>

##### **2nd Semester**

Must be fully admitted to the Teacher Education Program.

Elective	Reading Concentration	3
Mus 332	Music Elementary School	2
Educ 343	Content Area Literature: M.S. (WI)	3
Educ 470	Diagnostic & Remedial Reading	3
Educ 340	Language Arts	2
		<b>13</b>

#### **Junior Year - SUMMER**

Elective	Reading Concentration	3
Educ 471	Practicum in Diagnosis Reading Diff	3
		<b>6</b>

#### **Senior Year**

##### **1st Semester**

Educ 312	Problems of Teaching Arithmetic	3
Educ 322	Teaching Social Studies	3
Eng 325	Children's Literature (WI)	3
Educ 311	Teaching Science Elem (Bio 101, & Phys 101)	3
Psy 310	Educational Psychology	2
		<b>14</b>

##### **2nd Semester**

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ 442	Student Teaching Elementary	8
		<b>12</b>
<b>Total Elementary Education /with Reading Concentration</b>		<b>127</b>

(Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Dean's Office.

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to the Junior Block or concurrently.

\*\*\*Meets the core requirements in Physical Education.

## **2. Elementary Education/Early Childhood Education - Option 2**

### **Suggested Order of Study**

#### **Bachelor of Science in Education**

#### **Elementary Education/Early Childhood Education**

Major Code 9010

#### **Freshman Year**

##### **1st Semester**

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 Amer Econ]	3
Psy 120	College Orientation	1
		<b>14</b>

##### **2nd Semester**

CORE	[Math 120 Math Elem II]	3
CORE	[Eng 102 (Eng 101)] (WI)	3
CORE	[Comm 100 Oral Communication]*	3
CORE	[Hist 110 U.S.1492-1877]	3
CORE	[PSc 120 Gov't: US/Sta/Loc]	3
		<b>15</b>

#### **Sophomore Year**

##### **1st Semester**

Educ 200	Introduction to Teacher Education II	1
CORE	[Bio 101 General Biology]	4
CORE	[Hist 120 US 1877-present]	3
Geog 211	Regions and Nations	3
CORE	[Humanities/Fine Arts (2A)]	3
CORE	[Humanities/Fine Arts (2B)]	3
		<b>17</b>

(To meet state certification requirements, the candidate in all elementary supported fields must take either Music or Art Appreciation to fulfill Area 2A as one of the three Humanities & Fine Arts requirements, page 32.)

##### **2nd Semester**

Take first available C-Base Test. Apply for admission to the Teacher Education Program. If ACT is less than 20, candidate must retake the ACT.

Art 220	Art Education	2
Psy 300	Child Development	3
Kine 311	PE in Elementary School ***	2
CORE	[Phys 101 Physical Science]	5
Kine 340	Motor Learning#	2
CORE	[Humanities/Fine Arts (2C)]	3
		<b>17</b>

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## Sophomore Year - SUMMER

Eng 325	Children's Literature (WI)	3
Educ 301	Computer Software Classroom**	3
Educ 304	The Exceptional Student	3
		9

## Junior Year

### 1st Semester

Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ" prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, Educ 304)

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
Kine 370	School Health Education (WI)***	3
Educ 316	Foundation, Issues, Trends ECE#	2
Mus 332	Music in Elementary School	2
		15

### 2nd Semester

Must be fully admitted to the Teacher Education Program.

Educ 311	Teaching Science Elementary (Bio 101, & Phys 101)	3
Educ 312	Problems of Teaching Arithmetic	3
Educ 317	Curriculum - ECE#	3
Educ 323	Utilizing Family/Community Resources#	3
Educ 340	Language Arts	2
Educ 342	Developmental Reading: Elementary	3
		17

## Junior Year - SUMMER

Educ 408	Assessment & Practicum in ECE#	4
Educ 430	Language Development	3
		7

## Senior Year

### 1st Semester

Educ 318	Methods & Materials ECE#	3
Educ 319	Practicum Methods & Mat#	2
Educ 322	Teaching Social Studies	3
Educ 343	Content Area Lit: M.S. (WI)	3
Educ 470	Diagnostic & Remedial Reading	3
Psy 310	Educational Psychology	2
		16

### 2nd Semester

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ 442	Student Teaching Elementary	8
		12

**Total Elementary Education/with Early Childhood Education 139**

(Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Dean's Office.

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to the Junior Block or concurrently.

\*\*\*Meets the core requirements in Physical Education.

#Courses specific to the Early Childhood Area of Emphasis.

Area of Emphasis - total semester hrs = 22

## 3. Elementary Education/Special Education - Option 2

# Suggested Order of Study

## Bachelor of Science in Education Elementary Education/Special Education

Major Code 9009

Candidates who wish to certify in special education must certify in mild/moderate cross categorical disabilities and one of the following options:

Learning Disabilities K-12,  
Mental Handicaps K-12,  
Behavior Disorders K-12.

The MSSU requirement is for all special education candidates to complete the cross-categorical methods course and one additional methods course in any of the three areas: mild/moderate learning disabled, mild/moderate behavioral disordered, or mild/moderate mentally handicapped. An additional methods course in LD, MH, or BD, is required to provide the candidate with a depth of knowledge in a specific categorical area. The cross-categorical practicum satisfies the practicum requirement for both areas of certification, provided there is at least one student in the classroom with the targeted categorical disability.

Candidates student teach in cross-categorical disabilities and must meet all course requirements for that area, qualify for admission to student teaching, and then complete ten weeks student teaching in a cross-categorical classroom that includes students in the additional category chosen.

Candidates who pursue these programs must carefully follow the suggested order of study.

## Freshman Year

### 1st Semester

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 Amer Econ]	3
CORE	[Comm 100 Oral Communication]*	3
Psy 120	College Orientation	1
		17

### 2nd Semester

CORE	[Math 120 Math Elem II]	3
CORE	[Eng 102 (Eng 101)] (WI)	3
CORE	[Hist 110 US 1492-1877]	3
CORE	[PSC 120 Gov't: US/Sta/Loc]	3
Educ 301	Computer Software Classroom**	3
CORE	[Humanities/Fine Arts (2A)]	3
		18

(To meet state certification requirements, the candidate in all elementary supported fields must take either Music or Art Appreciation to fulfill Area 2A as one of the three Humanities & Fine Arts requirements, page 32.)

## Sophomore Year

### 1st Semester

Educ 200	Introduction to Teacher Education II	1
CORE	[Bio 101 General Biology]	4
CORE	[Hist 120 US 1877-present]	3

Geog 211	Regions and Nations	3
CORE	[Humanities/Fine Arts (2B)]	3
Psy 305	Child/Adolescent Development	4
		<b>18</b>

**2nd Semester**

Take first available C-Base Test. Apply for admission to the Teacher Education Program. If ACT is less than 20, candidate must retake the ACT.

Art 220	Art Education	2
Kine 311	PE in Elementary School ***	2
CORE	[Phys 101 Physical Science]	5
CORE	[Humanities/Fine Arts (2C)]	3
Psy 310	Educational Psychology	2
Mus 332	Music for Elementary School	2
		<b>16</b>

**Summer Semester - Sophomore**

Eng 325	Children's Literature (WI)	3
Educ 304	The Exceptional Student	3
		<b>6</b>

**Junior Year**

**1st Semester**

Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ." prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, and Educ 304)

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
Educ 342	Developmental Reading: Elementary	3
Kine 370	School Health Education***	3
Educ 430	Language Development	3
		<b>17</b>

**2nd Semester**

Must be fully admitted to the Teacher Education Program

Educ 311	Teaching Science Elementary (Bio 101, & Phys 101)	3
Educ 312	Problems of Teaching Arithmetic	3
Educ 340	Language Arts	2
Educ 410	Methods/Cross-Categorical#	3
Educ 474	Ed-Psy Testing in Special Education	3
		<b>14</b>

**Summer Semester - Junior**

Educ 348	Transition Services#	2
Educ 403 or 404 or 405#	Methods in MR, BD, or LD	3
		<b>8</b>

**Senior Year**

**1st Semester**

Educ 322	Teaching Social Studies	3
Educ 343	Content Area Literature: M.S. (WI)	3
Educ 420	Introduction to Counseling	3
Educ 446	Practicum in Special Education#	3
Educ 470	Diagnostic & Remedial Reading	3
		<b>15</b>

**2nd Semester**

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ 444	Student Teaching/Special Education	8
		<b>12</b>

**Total Elementary Education/with Special Education 140**

(Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Dean's Office.

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

\*\*\*Meets the core requirements in Physical Education.

#Courses specific to Special Education certification endorsement.

**4. Middle School Education**

**Suggested Order of Study**

**Bachelor of Science in Education  
Middle School Education**

Candidates will need to check with their advisers for additional courses that must be taken in each of two chosen areas of certification Language Arts, Social Science, Science, Industrial Technology, Business, Speech/Theatre, or Math.

**Freshman Year**

**1st Semester**

Course		Hours
Educ 100	Introduction to Teacher Education I	1
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 Amer Econ]***	3
Psy 120	College Orientation	1
CORE	[Comm 100 Oral Communication]*	3
CORE	[Kine 101 PE Activity]	1
		<b>15</b>

**2nd Semester**

CORE	[Math 120 Math Elementary II]	3
CORE	[Eng 102 (Eng 101)] (WI)	3
CORE	[Hist 110 U.S. 1492 -1877]	3
Psy 100	General Psychology	3
CORE	[Bio 101 General Biology]	4
		<b>16</b>

**Summer - Freshman Year**

Certification Areas	4-6
	<b>4-6</b>

**Sophomore Year**

**1st Semester**

CORE	[Phys 101 Physical Science]	5
CORE	[Hist 120 U.S. 1877-present]	3
CORE	[Kine 103 Lifetime Wellness]	2
Educ 301	Computer Software Classroom**	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities/Fine Arts (2B)]	3
		<b>17</b>

**2nd Semester**

Take first available C-Base Test. Apply for admission to the Teacher Education Program. If ACT is less than 20, candidate must retake the ACT.

CORE	[PSC 120 Govt:US,Sta,Loc]	3
Psy 305	Child/Adolescent Development	4
CORE	[Humanities/Fine Arts (2C)]+	3
CORE	[Humanities/Fine Arts (2A)]++	3
Certification Areas	3-6	
	<b>16-19</b>	

**Summer - Sophomore Year**

Certification Areas	4-6
	<b>4-6</b>

**Junior Year**

**1st Semester**

Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ." prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, and Educ 304)

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2
Educ 342	Developmental Reading: Elementary	3
Certification Areas	3-8	
	<b>14-19</b>	

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## 2nd Semester

Must be fully admitted to the Teacher Education Program

Educ 302	Exceptional Child	2
Educ 343	Content Area Literature: M.S. (WI)	3
Educ 412	Middle School Curriculum	2
International Studies		3
Certification Areas		4-8
		<b>14-18</b>

## Summer – Junior Year

Certification Areas		2-8
		<b>2-8</b>

## Senior Year

### 1st Semester

Psy 310	Educational Psychology	2
Educ 413	Methods of Teaching Middle School	2
Educ	Content Methods	4-6
Certification Areas		4-6
		<b>12-16</b>

### 2nd Semester

Psy 412	Measurement & Evaluation	2
Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ 452	Student Teaching Middle School	8
		<b>14</b>
<b>Total Middle School</b>		<b>130-152</b>

(Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Dean's Office.

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

\*\*\*Business majors must take Econ 202 instead of Econ 180.

+English majors must take a second literature to fulfill Humanities 2C.

++Speech/Theatre majors must take Th 110 to fulfill Humanities 2A.

## 5. Secondary Education (9-12)

### Suggested Order of Study

#### Bachelor of Science in Education Secondary Education (9-12)

##### Freshman Year

###### 1st Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3

###### 2nd Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

##### Sophomore Year

###### 1st Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 200	Introduction to Teacher Education II	1
Educ 302	Exceptional Child	2

Pass first available C-Base test. Verify that ACT score is 20. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get faculty recommendation, write autobiography, and file admission papers for tentative admission.

## 2nd Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 301	Computer Software Classroom**	3
Psy 301	Adolescent Development	3

## Junior Year

### 1st Semester

Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ" prefix may be taken. (Exceptions: Educ 100, Educ 200, Educ 301, Educ 302, and Educ 304).

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2

Follow departmental recommendations for teaching specialty courses. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

### 2nd Semester

Follow departmental recommendations for teaching specialty courses.

Psy 310	Educational Psychology	3
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## Senior Year

### 1st Semester

Follow departmental recommendations for teaching specialty courses. Apply for student teaching during the second week of the semester.

Educ 422	Content Area Literature: Secondary (WI)	2
Psy 412	Measurement & Evaluation	
OR		
Educ 412	Middle School Curriculum	
OR		
Educ 420	Introduction to Counseling	2-3

### 2nd Semester

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ	Teaching Specialty Methods Course	2-3
Educ 462	Student Teaching Secondary	8
		<b>14-15</b>

(Prerequisites)

[Department Recommendations]

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

## 6. K-12 Education

### Suggested Order of Study

#### Bachelor of Science in Education K-12 Program

##### Freshman Year

###### 1st Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Course		Hours
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3

###### 2nd Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

##### Sophomore Year

###### 1st Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 200	Introduction to Teacher Education II	1
Educ 304	Exceptional Student@	3

@Physical Education (K-12) may take Educ 302, The Exceptional Child

Take first available C-Base test. Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get faculty recommendation, write autobiography, and file admission papers for tentative admission.

**2nd Semester**

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 301	Computer Software Classroom**	3
Psy 305	Child/Adolescent Development	4

**Junior Year**

**1st Semester**

Educ 321	Microteaching	2
Educ 329	Ped Theory, Methods, & Practices	4
Educ 423	Classroom Management	2

Follow departmental recommendations for teaching specialty courses. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.

**2nd Semester**

Follow departmental recommendations for teaching specialty courses.

Psy 310	Educational Psychology	3
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**Senior Year**

**1st Semester**

Follow departmental recommendations for teaching specialty courses. Apply for student teaching during the second week of the semester.

Educ 422	Content Area Literature: Secondary (WI)2	
Psy 412	Measurement & Evaluation	
OR		
Educ 412	Middle School/Jr. High Phil-Org-Curr	
OR		
Educ 420	Introduction to Counseling	2-3

**2nd Semester**

Educ 402	Foundations of Education WI	2
Educ 432	Critical Issues	2
Educ	Teaching Specialty Methods Course+	2-3
Educ 464	Student Teaching K-12	8
		<b>14-15</b>

(Prerequisites)

[Department Recommendations]

\*\*This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

+Some teaching specialty methods courses are only offered in the spring semester.

**For additional information contact:**

Teacher Education Department

Office: Taylor Hall 237

Phone: 417.625.9309

FAX: 417.659.4387

**Graduate Program**

Plans have been developed to provide master's level programs in Instructional Technology and Early Childhood Education. Please contact the Teacher Education Department or refer to the MSSU website at [www.mssu.edu](http://www.mssu.edu) for additional information.

# **Course Descriptions**

Educ 100 (F,S) 1 hr. cr.

**Introduction to Teacher Education I**

An orientation to teacher education required for freshmen who select elementary or secondary education as their major field. Intended to help clarify decisions about education as a major and career choice. Concepts covered include: teaching as a career, teacher preparation, employment prospects, educational funding, and technology in education.

Educ 105 (F,S) 1 hr. cr.

**Speed Reading**

A course designed specifically to increase reading speed. Students must be capable college level readers to benefit from this computerized format. In addition, students will become aware of factors influencing reading speed and efficiency. This one hour class presents a non-threatening environment for students to practice increasing speed while maintaining an acceptable level of comprehension.

Educ 151 1 hr. cr.

**College Academic Skills I**

A course intended to assist students in the transition from secondary school to college with special emphasis given to the all important first six weeks of the semester.

Educ 152 1 hr. cr.

**College Academic Skills II**

A course designed to initiate and support the academic development needed for college and beyond. The opportunity will be provided to learn and adopt methods that will promote success: learning how to learn and how to study effectively.

Educ 200 (F,S) 1 hr. cr.

**Introduction to Teacher Education II**

An extension of Educ 100. Classroom experiences emphasized as well as the conditions for teaching. A 15 clock hour, field-based component is included.

Educ 301 (F,S,Demand) 3 hrs. cr.

**Use of Computer Software in the Classroom**

Study designed to provide the prospective teacher with a basic understanding of microcomputer hardware, software, and related technologies with special emphasis upon use of this technology in the accomplishment of teacher-oriented tasks. Prerequisite: Must be taken prior to or concurrently with the Junior Block. Required of all teacher education majors.

Educ 302 (F,S, Demand) 2 hrs. cr.

**The Exceptional Child**

This course is designed for 5-9 Middle School, K-12 Physical Education, and 9-12 Secondary majors and will include a series of awareness experiences dealing with the added complexities an exceptional student presents to a regular classroom teacher. This course emphasizes methods of meeting the diverse educational needs of today's secondary students through techniques of teaching, unit construction, and daily planning. Includes characteristics of the exceptional student, resources in the community, and legislation that determines school policy. Prerequisite: Psy 100.

Educ 304 (F,S, Demand) 3 hrs. cr.

**The Exceptional Student**

This course is designed for 1-6 Elementary, 5-9 Middle School, and K-12 Art, Music, Foreign Language, ECE, TESOL, and Special Education majors. It includes an introduction to the five areas of mild/moderate disabilities: learning disabled, mentally handicapped, behavior disordered, physically disabled, and other health impaired. A series of awareness experiences dealing with the added complexities an exceptional child presents to K-12 regular and special educa-

tion teachers. This course emphasizes methods of meeting the diverse educational needs of today's K-12 students through techniques of teaching, unit construction, and daily planning. Includes characteristics of the exceptional child, resources in the community, and legislation which determines school policy. Required for 1-6 Elementary, and K-12 Art, Music, Foreign Language, ECE, TESOL, and Special Education majors. Prerequisite: Psy 100, take prior to or concurrent with Junior Block classes.

**Educ 311 (F,S, Demand) 3 hrs. cr.**

## **Science in the Elementary and Middle School**

Designed to help students (1) comprehend the basic notion of science and how children go about learning science, (2) develop materials suitable for demonstration, discovery, and inquiry lessons and (3) develop the instructional skills necessary to achieve the first two goals. Prerequisites: Courses in biological and physical sciences and completion of Junior Block.

**Educ 312 (F,S, Demand) 3 hrs. cr.**

## **Problems of Teaching Arithmetic in Elementary Schools** (See Math 312)

Application of principles of learning and techniques of presentation. Techniques for diagnosis and remediation are treated as they relate to the elementary classroom. Prerequisite: Math 119 and completion of Junior Block.

**Educ 316 (F,S) 2 hrs. cr.**

## **Foundations, Issues, and Trends in Early Childhood Education**

A survey course designed to acquaint the prospective teacher of young children with the historical, philosophical, psychological, and social foundations of early childhood education. In addition, designed to present current issues and trends associated with early childhood programming and consequent role expectations of prospective teachers. Prerequisite: Must be taken concurrently with the junior block courses.

**Educ 317 (F) 3 hrs. cr.**

## **Curriculum in Early Childhood Education**

Curriculum development in early childhood education, with special emphasis on various program models and curriculum designs currently used at the early childhood level; the formulation of developmentally appropriate goals for and curriculum content of educational programs for young children; and models of classroom management in early childhood education. Prerequisite: Educ 316 and completion of Junior Block.

**Educ 318 (S) 3 hrs. cr.**

## **Early Childhood Methods and Materials**

Background in teaching strategies and materials for the young child. Fundamentals of designing developmentally appropriate small group, large group, and individual learning experiences for young children; and appropriate teaching methods and materials at the early childhood level. Prerequisites: Junior Block, Educ 316 and Educ 317 or instructor permission. Must be taken concurrently with Educ 319.

**Educ 319 (S) 2 hrs. cr.**

## **Practicum I in Early Childhood Education**

Supervised participation in teaching on the early childhood level in the MSSU Child Development Center for a minimum of 64 clock hours. Students will design and implement small group, large group, and individual learning experiences, develop appropriate materials for children's use, and practice appropriate teaching strategies for young children. Prerequisites: Junior Block, Educ 316 and Educ 317 or instructor permission. Must be taken concurrently with Educ 318.

**Educ 321 (F,S) 2 hrs. cr.**

## **Microteaching**

A required part of Education 329. Short teaching episodes are prepared, taught, and analyzed via video-tape. The basic concern is with the demonstration of effective teaching skills as enumerated in the outline. Must be taken concurrently with Educ 329 and Educ 423.

**Educ 322 (F,S, Demand) 3 hrs. cr.**

## **Teaching Social Studies in Elementary and Middle School**

An introduction to the instructional materials and methods of teaching social studies in the elementary and middle school. Prerequisite: Junior Block.

**Educ 323 (S) 3 hrs. cr.**

## **Utilizing Family and Community Resources for the Young Child**

Acquaints the prospective teacher of young children with the needs and concerns of families rearing young children, methods of involving parents in the education of their children, and knowledge of community resources for families with young children. Prerequisite: Junior Block.

**Educ 329 (F,S) 4 hrs. cr.**

## **Pedagogical Theory, Methods and Practices**

Examines the theoretical basis for the decision making model of the teacher education program. Provides the methodological basis for making pedagogical decisions concerning lesson design, identification of learning styles, and assessment techniques. Microteaching provides an opportunity to practice methods and techniques for teaching. Thirty-two hours of junior internship in the elementary, middle, and secondary school classroom provides an opportunity to refine theory into practical applications. Must be taken concurrently with Educ 321 and Educ 423. Any off campus offerings require instructor's permission prior to enrollment.

**Educ 332 (S) 2 hrs. cr.**

## **Teaching English and Language Arts in Secondary School**

Provides an introduction to the instructional materials and methods of teaching English and language arts in the Secondary School. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 333 (S) 3 hrs. cr.**

## **Teaching Science in Secondary School**

An introduction to the instructional materials and methods of teaching science. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 334 (S) 2 hrs. cr.**

## **Teaching Social Science in Secondary School**

This is a required education course which is an introduction to the instructional planning, materials, philosophy, rationale, and methods of teaching Social Studies. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 335 (S) 2 hrs. cr.**

## **Teaching Music in Secondary School**

An introduction to the instructional planning, materials, and methods of teaching music. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 336 (S) 2 hrs. cr.**

## **Teaching Business in Secondary School**

An introduction to the instructional planning, materials, and methods of teaching business. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 337 (F,S) 2 hrs. cr.**

## **Teaching Art in Secondary School**

An introduction to the instructional planning, materials, and methods of teaching art. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 338 (F,S) 2 hrs. cr.**

## **Teaching Physical Education in Secondary School**

An introduction to the instructional planning, materials, and methods of teaching physical education. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 339 (S)** 3 hrs. cr.  
**Teaching Mathematics in Secondary School**  
 An introduction to the instructional planning, materials, and methods of teaching mathematics. Includes brief survey of the history of algebra and trigonometry. Part of the Professional Semester. Will not count toward a major in mathematics. Prerequisite: Junior Block.

**Educ 340 (F,S, Demand)** 2 hrs. cr.  
**Language Arts**  
 A foundations course for the development of understanding the attitudes necessary to teach written and oral communication at the elementary and middle school level.

**Educ 342 (F,S, Demand)** 3 hrs. cr.  
**Developmental Reading: Elementary**  
 Explore, study, and apply a variety of reading strategies that provide understanding of effective, current text-based and experience-based teaching practices; review and compile information from journals/literature which includes research, ideas, trends, methods, and experiences relevant to developmental reading; evaluate various reading approaches and programs; construct reading enrichment materials; and develop an attitude that will positively affect the self-concept of children with diverse learning styles, abilities, backgrounds, and attitudes as they learn to read. *(Should be taken with junior block.)*

**Educ 343 (F,S, Demand)** 3 hrs. cr.  
**Content Area Literacy: Middle School** *(Writing Intensive)*  
 Expand and extend the knowledge base acquired from Introduction to Developmental Reading; explore, study, apply, and assimilate new learning about effective reading/study-skill strategies appropriate to the development and needs of the middle-school population; design and construct enrichment materials to enhance reading in the content areas; develop knowledge on assessing middle-school students' needs, plan instruction based on those needs, and select appropriate and effective reading/study-skills instruction strategies; and focus on the importance of recreational reading as a lifetime habit. Prerequisite: Educ 342 *(May be taken concurrently with Educ 470.)*

**Educ 344 (S)** 2 hrs. cr.  
**Teaching Speech and Theatre in Secondary School**  
 Techniques, methods, and course content used in teaching speech and theatre. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 345 (S)** 2 hrs. cr.  
**Teaching Foreign Language in PK-12**  
 An introduction to the instructional materials and the methodology used in the teaching of foreign languages in PK-12. Part of the Professional Semester. Prerequisite: Junior Block.

**Educ 347 (S)** 3 hrs. cr.  
**Industrial Technology Methods**  
 This is a required teacher education course, which is an introduction to the instructional planning, materials, philosophy, rationale, and methods of teaching Industrial Technology. Part of the Professional Semester. Prerequisite(s): Advanced standing in major field; admission to Teacher Education Program. Prerequisite: Junior Block.

**Educ 348 (S)** 2 hrs. cr.  
**Transition Services**  
 A coordinated set of activities for a student designed within an outcome-oriented process that promotes movement from school to post-school activities, including post-secondary education, vocational training, integrated employment, continuing and adult education, adult services, independent living, or community participation. Study of coordinated activities, including instruction, community experiences, employment, and other post school adult living objectives. Prerequisite: Educ 304. May be taken concurrently with the Junior Block or the Professional Semester.

**Educ 380** 3 hrs. cr.  
**Theories of Teaching English as a Second Language**  
 Basic theories of how non-English speaking people acquire English. Includes working with non-English speaking students, description of

personal theory, and methods of teaching. *(May be taken concurrently with or after Junior Block.)*

**Educ 381** 3 hrs. cr.  
**Teaching in a Multicultural Society**  
 The foundations of multicultural education along with approaches to multicultural education and teaching strategies applicable to all ages, grades, and subjects. Prerequisite: Junior Block.

**Educ 402 (F,S, Demand)** 2 hrs. cr.  
**Foundations of Education** *(Writing Intensive)*  
 Historical, philosophical, and sociological aspects of education. Emphasis upon the development of American education from the Colonial period and acquisition of knowledge of educational belief systems. Part of the Professional Semester.

**Educ 403 (Demand)** 3 hrs. cr.  
**Methods of Teaching Students with Mental Handicaps**  
 Designed to help the prospective or in-service teacher understand mental retardation and how to work effectively with students with mental retardation. Includes appropriate curriculum, individualized program development, and teaching strategies. Prerequisite: Educ 304 & Junior Block.

**Educ 404 (Demand)** 3 hrs. cr.  
**Methods of Teaching Students with Learning Disabilities**  
 Designed to help the prospective or in-service teacher of students with learning disabilities: diagnosis, evaluation, programming, instructional approaches, instructional strategies, and materials. Prerequisite: Educ 304 and Junior Block.

**Educ 405 (Demand)** 3 hrs. cr.  
**Methods of Teaching Students with Behavior Disorders**  
 Establishes a teaching rationale utilizing an individualized teaching strategy which enables the student with severe emotional disturbance to profit more fully from school experiences. Prerequisite: Educ 304 and Junior Block.

**Educ 408 (F, Demand)** 4 hrs. cr.  
**Assessment & Practicum in Early Childhood**  
 An in-depth study of systematic observation, testing tools, and screening instruments. With supervised administration, scoring and interpretation of these assessments in early childhood education. In addition to 2 hours of lecture per week, students will be assigned to an early childhood setting for 4 clock-hours a week to utilize systematic informal observational techniques which will culminate in a written case study report. Prerequisite: Educ 316.

**Educ 410 (S)** 3 hrs. cr.  
**Teaching in the Mild/Moderate: Cross-Categorical Classroom: K-12**  
 A methods course designed to give students numerous examples of curricular and instructional methodologies in the teaching of elementary and secondary students with mild disabilities in cross-categorical classrooms. Methodologies for students with learning disabilities, mental handicaps, behavior disorders, physical disabilities, and other health impairments are discussed. Prerequisite: Educ 304 and Junior Block.

**Educ 412 (F,S,Demand)** 2 hrs. cr.  
**Middle School and Junior High Philosophy, Organization, and Curriculum**  
 Effective teaching and learning strategies for the Middle School and Junior High students, including comprehension of the developmental and academic needs of students. Designed for teacher education majors seeking middle school certification (Grades 5-9) and for others interested in curriculum and instruction. Prerequisite: Junior Block.

**Educ 413 (F)** 2 hrs. cr.  
**Methods of Teaching Students in the Middle Grades**  
 Exploration of middle school developmentally appropriate instructional planning, materials, evaluation, and reporting of pupil progress. Student communication and personal development are stressed through exploratory programs and the balance of teaching and learn-

## 198 / Teacher Education

ing styles. Inquiry, problem solving, and discovery methods used to show the importance of content knowledge and its application to decision making. Emphasis on the importance of interdisciplinary units of instruction to acculturate students. Prerequisite: Educ 412 or may be taken concurrently. May be taken during the professional semester.

**Educ 420 (F) 3 hrs. cr.**  
**Introduction to Counseling (Writing Intensive)**

Survey course exploring the role and function of counseling, including philosophies, theories, techniques, legal and ethical issues, assessment, and research. Designed as an overview for the classroom teacher, the reading specialist, and the special educator for use with students and parents. Prerequisite: Educ 304 and Junior Block.

**Educ 422 (F,S, Demand) 2 hrs. cr.**  
**Content Area Literacy: Secondary (Writing Intensive)**

Secondary education majors explore, study, and apply a variety of research-based and classroom-tested teaching/learning strategies designed to enhance and extend teaching in their content areas; develop and design materials that integrate reading into their content areas; identify and modify critical thinking strategies relevant to their content areas; compile and understand effective reading/study skills components appropriate for secondary students; compose their philosophy of reading; and review assessment techniques relevant to reading in the secondary school. May be taken concurrently with Junior Block.

**Educ 423 (F, S) 2 hrs. cr.**  
**Classroom Management**

Classroom Management introduces concepts, skills, and models for developing a personalized three-dimensional approach to behavior and classroom management. How to prevent discipline problems, what to do when problems occur, and what to do to decrease the possibility of problems recurring. Must be taken concurrently with Educ 329 and Educ 321.

**Educ 430 (F) 3 hrs. cr.**  
**Language Development for Exceptional Children**

Required for certification in special education and early childhood education. Basic structures of language, normal sequence of language acquisition, and characteristics of language disabilities. Strategies suggested for both assessing and remediating language delays or disorders. (Should be taken concurrently with Junior Block courses.) Prerequisite: Educ 304.

**Educ 432 (F, S, Demand) 2 hrs. cr.**  
**Critical Issues in Education**

Exploration of current problems with special regard to legal and professional roles of school personnel, their relationships to federal and state governments and local school districts; certification, salary schedules, retirement, and other benefits; professional organizations for teachers; and relationship with administration, pupils, parents, and the community. Part of Professional Semester.

**Educ 440 (F), Educ 441 (S) 2 hrs. cr.**  
**International Student Teaching Seminar I & II**

These courses are designed to be offered to students selected to participate in the International Student Teaching Program. One credit hour of course work will be completed during the Fall Semester and one credit hour of course work will be completed during the Spring Semester. Class discussion will focus on the culture of Great Britain, the applicable educational systems as they relate to the development of the American educational system, and current educational trends in both countries. Specifically, the history, structure, and pedagogical practices of both countries will be examined in a comparative education format. Specific travel requirements such as passports, insurance, and cultural adaptation will be addressed. The culminating activity is the successful completion of student teaching in Southampton, England. Prerequisite: Enrollment is limited to selected program participants.

**Educ 442 (F,S)**  
**Student Teaching – Elementary**

Supervised participation on the elementary level in an assigned off-campus school site. The elementary student teaching experience is based on 50 full teaching days (10 weeks) and requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

**Educ 444 (F, S) 8 hrs. cr.**  
**Student Teaching – Special Education**

Supervised teaching in a special education setting in an assigned off-campus site. Course assignments consist of 50 full teaching days (10 weeks) and require the students to demonstrate their ability to be entry-level effective decision making teachers. Arrangements for placement are to be made in the semester preceding the actual student teaching block. The student will be required to divide the 10 week experience into two segments – elementary and secondary. Assignment to the sites is determined by the special education practicum assignment. Prerequisites: Please see Requirements for Admission to Student Teaching.

**Educ 446 (F, Demand) 3 hrs. cr.**  
**Practicum in Special Education**

Clinical experience in special education settings with students who have mild/moderate disabilities. This experience will occur in one of the following classroom settings: cross-categorical, learning disabled, mentally handicapped, or behavior disordered. Includes both time in special education classes and on-campus seminar sessions. Prerequisites: Educ 304 and 3 credit hours of special education methods.

**Educ 452 (F, S) 8 hrs. cr.**  
**Student Teaching – Middle School**

Supervised teaching on the middle school level in an assigned off-campus school site. The middle school teaching experience is based on 50 full teaching days (10 weeks) and requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

**Educ 462 (F, S) 8 hrs. cr.**  
**Student Teaching-Secondary**

Supervised teaching on the secondary level in an assigned off-campus school site. The secondary school teaching experience is based on 50 full teaching days (10 weeks) and requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placements are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see requirements for Admission to Student Teaching.

**Educ 464 (F, S) 8 hrs. cr.**  
**Student Teaching - (K-12)**

Supervised teaching on the secondary and elementary levels in assigned off-campus school sites. The PK-12 teaching experience is based on 50 full teaching days (10 weeks) and requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. The student will be required to divide the 10 week period into two segments: Five weeks at the elementary level and five weeks at the secondary level. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

**Educ 470 (F, S, Demand) 3 hrs. cr.**  
**Diagnostic and Remedial Reading**

Prepares the beginning remedial reading teacher and the regular classroom teacher to deal with remedial reading problems. Emphasis on diagnosis of problems more clinical in nature with techniques, materials, and management being stressed. Prerequisites: Educ 342, may be taken concurrently with Educ 343.

Educ 471 (Demand) 3 hrs. cr.  
**Practicum in Diagnosis of Reading Difficulties**  
Practice of administering, interpreting, and reporting diagnostic test results of reading difficulties. Prerequisites: Educ 342 or Educ 422, Educ 343, Educ 470, and Educ 474.

Educ 474 (F) 3 hrs. cr.  
**Educational-Psychological Testing in Special Education**  
Comprehensive study of the various psycho-educational assessment techniques for diagnosis of learning problems of exceptional children, including educational, intelligence, and psychomotor. Emphasis on translating assessment data to remedial programs. Prerequisites: Educ 304 and Psy 310.

Educ 480 3 hrs. cr.  
**Methods and Techniques for TESOL**  
Introduces techniques for teaching ESOL. Includes work with ESOL students, class observations, and hands-on experience with a variety of materials. (May be taken concurrently with or after Junior Block.)

Educ 481 3 hrs. cr.  
**Material Development and Assessment for TESOL**  
Analysis and preparation of materials for teaching ESOL and the basics of test development for ESOL. Prerequisite: Junior Block.

Educ 482 3 hrs. cr.  
**Practicum for Teaching English to Speakers of Other Languages**  
Supervised practical classroom experience in teaching ESOL. Prerequisites: Educ 380, Educ 381, Educ 480, and Educ 481 and Junior Block.

Educ 483 (Demand) 2 hrs. cr.  
**Comparative Education and Cultures**  
One credit hour of course work will be completed on campus prior to and following the field experience. Class lectures will focus on the culture and educational systems of designated countries as they relate to the development of the American education system and current educational trends in the various applicable cultures. One additional credit hour of the course will be gained from the field experience component. Travel in cultures studied will include visits in schools with interviews arranged to meet the certification profile of class participants.

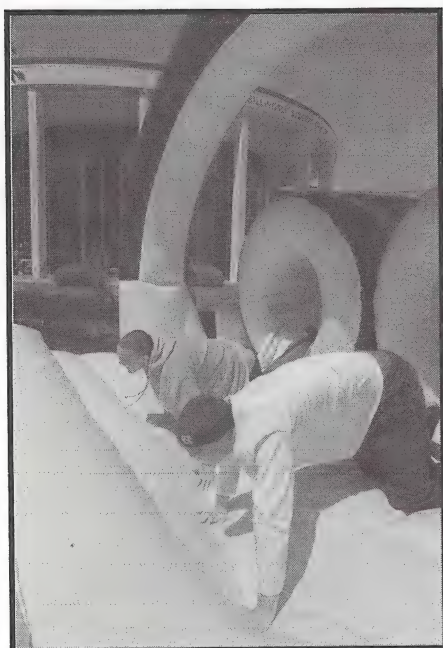
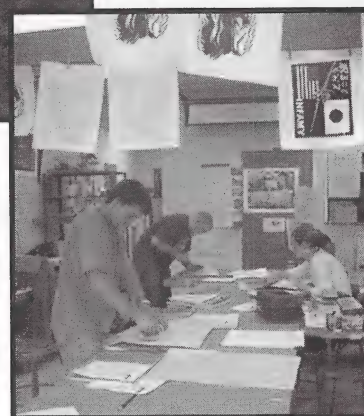
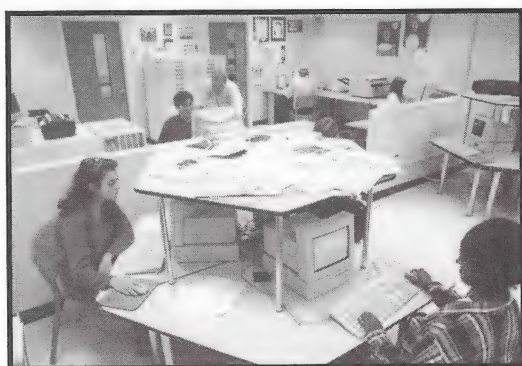
Educ 498 (Demand) 1-3 hrs. cr.  
**Seminar in Problems of Education**  
A weekly seminar for upper division majors. Credit hours determined by the department each semester. Covers specialized knowledge and/or current research in the discipline. Topics vary by semester and situation. Prerequisites: Advanced standing and consent of department head.

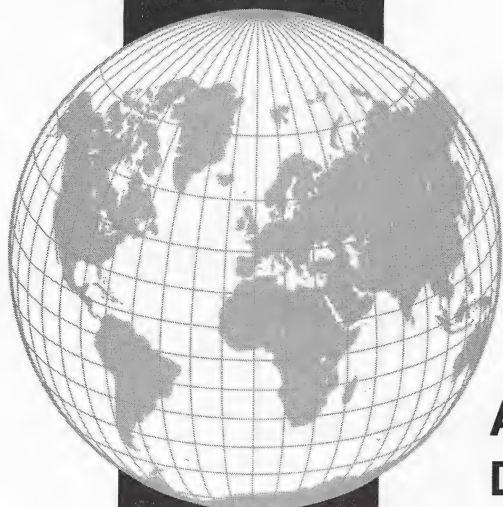
Educ 499 (Demand) 1-3 hrs. cr.  
**Independent Study**  
Structured by the adviser with approval of department head. Prerequisites: Advanced standing in the major field and approval of adviser and department head.



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# ***School of Technology***

**Aviation**

**Design Manufacturing Information  
Technology**

**Computer Aided Drafting & Design-  
Computer Graphics Design (CADD)**

**Computer Aided Drafting & Design-  
Engineering Technology (CADET)**

**Computer Assisted Manufacturing  
Technology (CAMT)**

**Industrial Technology Education  
Manufacturing Information**

**Management Systems (MIMS)**

**Computer Information Science  
Criminal Justice Administration**

**Dental Hygiene**

**Health Science**

**Law Enforcement**

**Medical Technology**

**Nursing**

**Paramedic**

**Pre-Engineering**

**Preprofessional**

**Radiologic Technology**

**Respiratory Therapy**

# SCHOOL OF TECHNOLOGY

## School Dean

**Tia M. Strait**

*Justice Center 126, 417.625.3155*

## Degrees and Majors

### Bachelor of Science

Computer Information Science

- Bioinformatics
- Information Systems
- Computer Forensics
- Computer Science
- Computational Mathematics
- Information Technology
- Computer Technology

Criminal Justice

- Computer Forensics

Health Science

Industrial Technology Education

Manufacturing Information Management Systems

Medical Technology

Nursing

### Associate of Science

Computer Aided Drafting and Design

Engineering Technology

Computer Aided Drafting and Design

Computer Graphics Design

Computer Assisted Manufacturing Technology

Computer Information Science

- Network System Administration
- Information Systems
- Website Administration

Dental Hygiene

Law Enforcement

Pre-Engineering

Radiologic Technology

Respiratory Therapy

### Associate of Arts (Preprofessional)

Paramedic

Prepharmacy

### Certificate (one year)

Manufacturing Applications

### Certificate (less than 30 hours)

Emergency Medical Technician

Emergency Medical Technician - Paramedic

Network System Administration

Missouri Peace Officer Training

### Certificate of Competency

Computer Aided Drafting and Design Operator

CNC Operator

Reverse Engineering Technician

Quality Technician

## Options and Emphases

Advanced Level Respiratory Therapy (after completion

Respiratory Therapy Associate of Science Degree)

Aviation

Land Surveyor in Training

## Minors

Computer Science

- Information Systems
- Network Systems Administration
- Website Administration

Criminal Justice Administration

- Crime Scene Investigation (CSI)
- Juvenile Justice

## Role

The School of Technology is one of the four major instructional entities of Missouri Southern. As such, it offers quality instruction by and under the leadership of professional educators who also have the advantage of actual work experience in business, industry, health care, and government. Instruction is further enhanced by the utilization of qualified individuals from business and professionals in the community as guest lecturers and part-time instructors.

Courses offered by individual departments within the School of Technology are specifically career oriented toward a specialized field. The faculty in these departments recognize the necessity of providing an understanding of the relationships between careers and society; therefore, courses from the fine arts, humanities, and natural sciences, as well as courses to refine a student's ability to read, write, speak, and think are a required part of each department's curriculum. As a result, the students majoring in the various curricula in the School of Technology are an integral part of the entire student body.

All courses offered in the School of Technology are designed to provide students with the experience, skills, or expertise that enable them to enter their employment field and meet requirements imposed by any certifying and licensing examination that may be required.

The School of Technology also recognizes that in many respects the community is also a classroom. Therefore, a number of curricula include courses that are offered by other educational agencies. In some courses, area facilities are used as laboratory resources with students utilizing them under the direct supervision of regular college instructional personnel.

The School of Technology offers curricula leading to a Bachelor of Science, Associate of Science, and Associate of Arts degrees and one-year certificates. Programs of shorter duration required for licensure or certification also are offered, often in conjunction with the Division of Continuing Education. Numerous courses and workshops are offered to meet specific and often rapidly emerging demands of business, industry, and public services.

All departments work closely with advisory boards composed of professionals from area business, industry, government, and health care. The advisory board assists the faculty of the various departments in maintaining relevancy of curriculum content and identifying special needs that can be addressed through continuing education programs.

### Goals

The goals of the School of Technology are:

1. To provide opportunities for students to prepare for a broad range of established and emerging careers;
2. To maintain and develop curricula which provide the opportunity for students to obtain the background in liberal arts and sciences so they may appreciate their heritage and contemporary society to become a contributing member of their society;
3. To provide programs in the most cost effective method possible, that are cognizant of contemporary requirements of career fields and which provide best available preparation for emerging requirements;
4. To provide opportunities and encouragement for faculty and staff to remain current and conduct research in their respective disciplines;
5. To provide instructional facilities and equipment essential to the maintenance of academically excellent instruction;
6. To provide a variety of supportive functions that serve a variety of area needs;
7. To offer quality programs and in areas where required, maintain program content necessary for special accreditation;
8. To offer a variety of continuing education programs to meet special needs and demands;
9. To encourage faculty to provide consultation services and otherwise serve as resources for the area;
10. To advise people, including students and potential students, regarding knowledge, skills and abilities required to enter and succeed in various career fields;
11. To assist faculty to meet and maintain eligibility for special certification required in numerous programs.



The Aviation Program is offered in affiliation with the Mizzou Aviation Company of Joplin, Missouri. Special fees above tuition are required for this course.

### For additional information contact:

Dr. Tia M. Strait  
Office: Justice Center 126  
Phone: 417.625.3155  
Email: strait-t@mssu.edu

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## Course Descriptions

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Av 200

5 hrs. cr.

### Basic Pilot Training

An integrated course designed to meet ground school and flight training requirements for eligibility to take the Federal Aviation Administration examination for a Private Pilot Certificate. In addition to scheduled ground school classes, the course requires approximately 45 hours of dual and solo flight and check flight. Credit is awarded when the FAA certificate is obtained. Special fees and a third class medical certificate are required. Special fees for this course include plane rental and examiners test fee. Course grade is recorded as Pass or Fail.



**Faculty** Bartholet, Duggal, Howe, Schultz

The Department offers programs which prepare students for manufacturing and design related floor-level industrial positions. The programs offered are:

- Associate of Science in Computer Aided Drafting and Design Engineering Technology
- Associate of Science in Computer Aided Drafting and Design Computer Graphics Design
- Associate of Science in Computer Assisted Manufacturing Technology
- Bachelor of Science in Industrial Technology Education
- Bachelor of Science in Manufacturing Information Management Systems
- One Year Certificate in Manufacturing Applications
- Certificates of Competency
  - CADD Operator
  - CNC Operator
  - Reverse Engineering Technician
  - Quality Technician
  - Land Surveyor in Training

# COMPUTER AIDED DRAFTING & DESIGN COMPUTER GRAPHICS DESIGN (OPTION)

Ummel Technology Building 112, 417.625.9567

**Faculty** Bartholet, Duggal, Schultz

This program is a blend between technical computer animation and art. The perspective graduate will develop skills in 2D and 3D animation coupled with color theory, material applications, and other art relevant principles. Individuals working in this area can become involved with filmmaking, video game development, accident reconstruction, and multimedia. Other fields include advertising, publishing, and business.

## Associate of Science Degree

Major Code 5304

### Computer Aided Drafting and Design Computer Graphics Design (Option)

	Semester Hours
<b>Core Requirements (p. 33)</b> .....	<b>25-26</b>
<b>CADD Core</b> .....	<b>24</b>
<b>Art Core</b> .....	<b>15</b>
<b>CADD Requirements</b>	
CADD 110 Engineering Graphics I .....	3
CADD 115 Introduction to 3D CADD .....	3
CADD 270 2D Computer Animation .....	3
CADD 271 Graphic Information Tech I .....	3
CADD 272 3D Computer Animation .....	3
CADD 274 Digital Animation App. ....	3
CADD 276 Computer Animation Studio .....	3
CADD 450 Graphic Information Technology II .....	3

#### Art Core

Art 101	Basic Design .....	3
Art 240	Typography .....	3
Art 310	Watercolor .....	3
Art 325	Graphic Communications .....	3
Art 350	Graphic Communications II .....	3

24

15

## Suggested Order of Study

### Associate of Science Degree

Major Code 5304

#### CADD-Computer Graphics Design Option

#### Freshman Year

Course		Hours
1st Semester		
CADD 110	Engineering Graphics I	3
CADD 270	2D Computer Animation	3
Art 101	Basic Design	3
CORE	[English 101]	3
CORE	[Comm 100]	3
		<b>15</b>

#### 2nd Semester

CADD 115	Introduction to 3D CAD	3
CADD 271	Graphic Information Technology I	3
Art 240	Typography	3
CORE	[Math 30 or higher]	3
CORE	[Hist 110/120]	3
CORE	[Psy 100/Soc 110/Econ 180]	3
		<b>18</b>

#### Sophomore Year

Course		Hours
1st Semester		
CADD 272	3D Computer Animation	3
CADD 450	Graphic Information Technology II	3
Art 325	Graphic Communications I	3
Art 310	Watercolor	3
CORE	[Biology/Physics]	4-5
CORE	[Humanities/Fine Art]	3
		<b>19-20</b>

#### 2nd Semester

CADD 274	Digital Animation Applications	3
CADD 276	Computer Animation Studio	3
ART 350	Graphic Communication II	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
* MO Const. Test	OR PSc 120	3
		<b>15-18</b>

[Department Recommendation]

#### For additional information contact:

Mr. Francis Bartholet  
Office: Ummel Technology Building 112  
Phone: 417.625.9567  
Email: bartholet-f@mssu.edu

## Course Descriptions

CADD 270 (F)

3 hrs. cr.

### 2D Computer Animation

Fundamentals of computer animation. Develop skills with technology in 2D animation, sound editing, and general computer movie making. One hour lecture, four-hour labs. Prerequisites: CADD 110 or permission of the department.

**CADD 271 (S) 3 hrs. cr.****Graphic Information Technology I**

Basic applications of data transfer and manipulations within industrial environments. Topics could include basic Internet applications, basic Web page design, introduction to data formatting for the Internet, and other topics as the technology changes. One hour lecture, four hours of lab.

**CADD 272 (F) 3 hrs. cr.****3D Computer Animation**

Fundamentals of computer animation on a personal computer focusing on industrial applications, such as product promotion and marketing, motion simulation of machine elements and mechanisms, and its use in presentation, training, and instruction. This involves imparting movement and photo-realistic appearance to geometric shapes and models. One hour lecture, four hours of lab. Prerequisites: CADD 270 or permission of the department.

**CADD 274 (S) 3 hrs. cr.****Digital Animation Applications**

Integration of real life forms with computer generated images, using state of the art scanning, digital touch probe, and motion capturing systems. One hour lecture, four hours of lab. Prerequisites: CADD 272 or permission of the department.

**CADD 276 (S) 3 hrs. cr.****Computer Animation Studio**

Capstone course to enable students to develop professional material for their portfolio. Using the latest, state of the art computer animation tools to complete their studio requirements. One hour lecture, four hours of lab. Prerequisites: CADD 274 or permission of the department.

**CADD 450 (F) 3 hrs. cr.****Graphical Information Technology II**

A seminar class applying the advanced applications of data transfer and manipulations within industrial environments. Topics could include advanced Internet applications, advanced Web page design, data formatting, and other topics as the technology changes. One hour lecture, four hours of lab. Prerequisite: CADD 271. (Cross listed in MIMS.)

**Land Surveyor in Training****Program of Study**

Completion of the following classes will allow a person who has the necessary field experience and work related hours to sit for the Land Surveyor in Training licensing test in the State of Missouri. The Missouri Board of Architecture, Professional Engineering and Land Surveyors has approved this sequence of courses to meet statute Section 327.312.1(3) RSMo.

**Suggested Order of Study****Land Surveyor in Training Program of Study**

Course		Hours
CADD	Core Requirements	15
<b>Spring</b>		
1st Semester		
CADD 230	Elementary Surveying*	3
		3
<b>Summer</b>		
2nd Semester		
CADD 231	Advanced Surveying	3
CADD 234	Land & Survey Descriptions	3
		6

**Fall**

3rd Semester

CADD 232

Surveying Computations

3

CADD 233

Boundary Control and Legal Principles

3

6

\*Trigonometry (Math 135) is a prerequisite to CADD 230. Course descriptions page 118.

**For additional information contact:**

Mr. Francis Bartholet

Office: Ummel Technology Building 112

Phone: 417.625.9567

Email: bartholet-f@mssu.edu

# COMPUTER AIDED DRAFTING & DESIGN ENGINEERING TECHNOLOGY (CADDET)

Ummel Technology Building 153, 417.625.9305

**Faculty** Duggal - Head, Bartholet

Computer Aided Drafting and Design Engineering Technology curriculum leads to an Associate of Science degree in CADDET. The curriculum prepares individuals to enter employment as drafters/designers in the fields of manufacturing, civil, architecture, or construction.

The requirements for the Associate of Science degree in CADDET provide a broad base of analytical, technical, and Core Curriculum courses. Computer Aided Drafting and Design hardware and software are used to enhance traditional instruction methods in all courses. Built into the curriculum is an emphasis on both the study and application of engineering design technology. The documents and drawings produced by the CADDET graduate would be based upon sketches, specifications, and calculations made by scientists, engineers, architects, and designers. Material specification is an essential part of the CADDET program of study.

Also, students are exposed to the latest CAD technology and the application of international standard systems of A.N.S.I. and I.S.O. Professional faculty maintain close ties with area industries to assure that high quality and currently used technology is taught.

**Accredited by the Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology (ABET), 111 Market Place, Suite 1050, Baltimore, MD 21202-4012, Telephone: 410.347.7700.**

## Baccalaureate Options

Students who complete the A.S. degree in CADDET may continue their education by pursuing a baccalaureate degree in the following areas:

- Manufacturing Information Management Systems (MIMS)
- Computer Information Science
- Management Technology
- Industrial Technical Education

## Associate of Science Degree

Major Code 5303

### Computer Aided Drafting and Design Engineering Technology Major

	Semester Hours
<b>Core Requirements (p. 33)</b>	<b>22</b>
<b>CADD Requirements</b>	<b>48</b>
CADD 110 Engineering Graphics I	3
CADD 115 Intro to 3D Computer Aided Drafting	3
CADD 120 Descriptive Geometry	3
CADD 130 Engineering Graphics II	3
CADD 204 Industrial Statics & Strength of Material	3
CADD 210 Technical Illustration**	3
CADD 220 Architectural Drafting	3
CADD 230 Elementary Surveying	3
CADD 260 Engineering Graphics III	3
CAMT 100 Intro to Machine Tool Processes	3
CAMT 150 Materials & Processes	3
Phys Elementary Physics 151	5
Phys Elementary Physics 152	4
CORE Math 135 Trigonometry	3
Math 302 Applied Calculus	3

\*\*Offered only in the summer.

## Suggested Order of Study

### Associate of Science Degree

Major Code 5303

#### Computer Aided Drafting and Design Engineering Technology Major

##### Freshman Year

1st Semester		Hours
Course		
CADD 110	Engineering Graphics I	3
CAMT 100	Introduction Machine Tool Processes	3
CAMT 150	Materials & Processes	3
CORE	[Math 30 or higher]	3
CORE	[Psy 120 College Orientation]	1
CORE	[Humanities/Fine Arts]	3
		<b>16</b>

##### 2nd Semester

CADD 115	Intro to 3D Computer Aided Drafting	3
Math 135	Trigonometry	3
CORE	[Hist 110/120 U.S. History]	3
CORE	[Eng 101 Comp I]	3
CORE	[Oral Communication]	3
		<b>15</b>

Summer		
CADD 210	Technical Illustration	3
CORE	[Kine 103 Lifetime Wellness]	2
		<b>5</b>

##### Sophomore Year

1st Semester		
CADD 120	Descriptive Geometry	3
CADD 130	Engineering Graphics II	3
CADD 204	Statics/Strength of Materials	3
Phys 151	Elementary Physics	5
CORE	[Econ 201 Economics-Macro]	3
*MO Const. Test	OR PSc 120	3
		<b>20</b>

2nd Semester		
CADD 220	Architectural Drafting	3
CADD 230	Elementary Surveying	3
CADD 260	Engineering Graphics III	3
Phys 152	Elementary Physics	4
Math 302	Applied Calculus	3
CORE	[Kine 101-Physical Activity]	1
		<b>17</b>

[Department Recommendation]

#### For additional information contact:

Dr. J. S. Duggal  
Office: Ummel Technology Building 153  
Phone: 417.625.9305 or 417.625.9757  
Email: duggal-j@mssu.edu

## Course Descriptions

**CADD 110 (F, S)** 3 hrs. cr.  
**Engineering Graphics I**  
Preparation of drawings by using state-of-the-art CADD. Spreadsheet, word-processing are incorporated along with geometric construction, lettering, orthographic projection, dimensioning, sections, pictorial drawing, graphs, and diagrams. One hour lecture, four hours lab per week. Corequisite: Math 30.

**CADD 115 (S)** 3 hrs. cr.  
**Introduction to 3D Computer Aided Drafting**  
Computer aided drafting and the design of basic 3D wireframe and 3D models. Individuals who have a background in CADD should take the course for personal or professional improvement. One hour lecture, four hours lab per week. Prerequisite: CADD 110 & Math 30.

**CADD 120 (F)** 3 hrs. cr.  
**Descriptive Geometry**  
Practical applications of advanced projection techniques to problems in civil, structural, mechanical, and architectural engineering. Manual and computer assisted projects on methods are introduced. One hour lecture, four hours lab per week. Prerequisite: CADD 110, CADD 115, Math 135, or instructor's permission.

**CADD 130 (F)** 3 hrs. cr.  
**Engineering Graphics II**  
Detail and assembly drawings of machines and machine elements. Survey of the use of machine tools, processes, and materials in the design and fabrication of machine parts. The use of 3D and parametric design software enhance the industrial applications within this course. One hour lecture, four hours lab per week. Prerequisite: CADD 110, Math 135.

**CADD 204 (F)** 3 hrs. cr.  
**Industrial Statics and Strength of Material**  
Introductory survey of selected topics of statics and strength of materials, with emphasis on equilibrium friction, summation of forces, and

moments. The strength of materials will concentrate on simple stress and strain, basic beam relationships, and torsional load carrying members. Two hours lecture, three hours lab per week. Prerequisites: CADD 110, Math 135, Corequisite: Phys 151 or instructor's permission.

**CADD 210 (Su)** 3 hrs. cr.  
**Technical Illustration**

Pictorial drawing with an emphasis on mechanical and architectural applications. Major topics include mechanical illustrations, exploded views, and perspectives drawn with a computer aided drafting system. Drawings will involve 2D and 3D illustration, lettering styles and computer generated rendering and animation. One hour lecture, four hours lab per week. Prerequisite: CADD 115, Math 135.

**CADD 220 (S)** 3 hrs. cr.  
**Architectural Drafting**

Principles of architectural design, preparing sets of working drawings, building details, and use of modern construction materials for residential building. Manual and computer aided design techniques used throughout the course. One hour lecture, four hours lab per week. Prerequisite: CADD 110, Math 135.

**CADD 230 (S)** 3 hrs. cr.  
**Elementary Surveying**

Use and care of surveying instruments, fundamental surveying methods, traverse measurements, area computations, precise equipment, and topographic mapping. 1 hour lecture-problems, 4 hour laboratories. Required background or experience: Math 135, CADD 115.

**CADD 231 (Su Demand)** 3 hrs. cr.  
**Advanced Surveying**

Precise equipment, astronomical observations. Theory of hydrographic, geodetic, and control surveys. City and land surveys. Route location and layout. Simple, transition, and vertical curves. Earthwork computation. Introduction to electronic and photogrammetric methods. One hour lecture-problems, four hour labs. Required background or experience: Prerequisite: CADD 230, Elementary Surveying.

**CADD 232 (F Demand)** 3 hrs. cr.  
**Surveying Computations**

Introduction to the theory of measurements in surveying. Error propagation in horizontal and vertical position. The analysis of surveying measurement error. Error propagation in rectangular coordinate systems. Introduction to the techniques of compass rule adjustment and least squares for the adjustment of surveying data. Least squares adjustment of triangulation, trilateration, and traverse network. Least squares adjustment of level networks. The use of surveying software will be utilized. Three one-hour lectures. Required background or experience: Prerequisite: Math 135

**CADD 233 (F Demand)** 3 hrs. cr.  
**Boundary Control and Legal Principles**

Boundary retracement principles based on common laws. Emphasis on simultaneous conveyances, rancho lands, resurvey problems, and legal descriptions. Three one-hour lectures. Required background or experience: CADD 230.

**CADD 234 (S,S Demand)** 3 hrs. cr.  
**Land and Survey Descriptions**

History of land ownership and transfer of title; types of document of land conveyance; forms of legal descriptions of public and private lands; the bureau of land management; interpretation of maps and documents for the physical survey location of land boundaries; principles of writing precise land boundary descriptions; study of easements; value of monuments rectangular surveys; monumentation, restoration of lost corners, subdivision of sections, special surveys, plats and patents, meander lines, and riparian rights. Three one hour lecture-problem sessions per week. Required background or experience. Prerequisite CADD 230.

**CADD 260 (S)** 3 hrs. cr.  
**Engineering Graphics III**

Topics not covered in lower CADDET courses, including Vector Graphics and CADD Applications pertaining to Descriptive Geometry. Geometric Dimensioning and Tolerancing and working drawings and CAM Design will be reemphasized. Engineering design and problem solving will be an essential aspect of this course. Special topics in CADDET. Finite elements will be introduced. Drafting facility management concepts will also be covered. Three hours lecture per week, open labs as required. Prerequisites: CADD 110, CADD 120, 130, 204, Math 135, Phys 151. Corequisite: Math 302, Phys 152, or instructor's permission.

**CADD 298 (Demand)** 1-8 hrs. cr.  
**Special Topics Draft/Design Engineering Technology**

A special topic or topics not normally included in another drafting/design course. Prerequisites determined by the department and stipulated in a course syllabus.

**CADD 330 (Demand)** 3 hrs. cr.  
**Computer Machine Design Engineering Technology**

Principles, theory and applications of machine design utilizing the CAD workstation. Special emphasis on solid modeling FEM and design analysis. Three hours lecture labs are arranged. Prerequisite: CADD 115, Math 135, or above.

**CADD 490 (Demand)** 1-8 hrs. cr.  
**Internship in Drafting and Design Engineering Technology**

A structured work experience in drafting/design at an institution, facility, or industry not directly related to Missouri Southern. The work experience will be a practical application of the students major field of study under the direct supervision of an on-site professional who is not a Southern faculty or staff member. The on-site professionals will supervise the students activity in the field. A faculty member will be responsible for approving the placement site and supervising the overall activities of the internship. Prerequisite: 15 hours of CADD.

**CADD 498 (Demand)** 1-3 hrs. cr.  
**Advanced Topics in Drafting & Design Engineering Technology**

Specialized knowledge and skills related to new developments in drafting and design. Topics will vary by the semester and situation. Prerequisite: An associate degree in drafting & design or senior standing in management-technology or industrial technology.

**CADD 499 (Demand)** 1-3 hrs. cr.  
**Independent Study in Drafting & Design Engineering Technology**

Individually directed reading, research, and discussions in selected areas of drafting and design for advanced majors. Scope, depth, area of concentration, and credit hours will be arranged when registering for the course. Offered by arrangement. Prerequisite: 15 hours of CADD with a 3.0 GPA and permission of instructor, department head, and school dean.

# COMPUTER ASSISTED MANUFACTURING TECHNOLOGY (CAMT)

Ummel Technology Building 119, 417.625.9327

**Faculty** Duggal, Howe, Schultz

The Department offers an Associate of Science degree in Computer Assisted Manufacturing Technology. The requirements of this degree will provide a progressive and flexible technical education, which will assist in securing employment in rapidly changing technological fields.

A variety of courses in this program emphasize the use of computers and various software, which enrich the skills acquired by the students to compete in this ever-changing age of modern technology. These include: Computer Numerical Control, Introduction to 3D CADD, Fundamentals of Robotics, Computer Animation in Industry, Computer Assisted Manufacturing and Computerized Production Planning and Control Systems. Core Curriculum course work in Mathematics, Physical Science, English, History, and Communications will give the student the additional knowledge and skills employers are seeking.

The courses in the Computer Assisted Manufacturing Technology curriculum are designed to provide the students with applications-oriented training in both basic and advanced aspects of technology. Lectures followed by Lab training on equipment such as a computer numerical control machining center and an industrial robot enable the student to apply information learned in lecture and also allow for individual innovation. Students have received recognition in world-class competition for innovative developments in robotics.

Professional faculty interact with local industry to insure that instruction is current with the latest technological developments. This interaction of faculty and involvement of an individual in the Society of Manufacturing Engineers Student Chapter provides students with excellent contacts for internships and employment.

## Baccalaureate Options

Students who complete the A.S. degree in CAMT may continue their education by pursuing a baccalaureate degree in one of three areas:

- Manufacturing Information Management Systems (MIMS)
- Management Technology
- Industrial Technology Education

The first option is designed to equip the manufacturing technologist with vital management skills in areas such as TQM, SQC/SPC, EDI and Computerized Manufacturing Applications. The second option would provide management and marketing skills that would lead to an entry level man-

agement position in manufacturing. The third option is offered in conjunction with the Education Department to prepare students for middle or secondary certification in the Industrial Technology teaching field.

We also offer a one-year certificate program in Manufacturing Applications. For additional information contact the CAMT department.

## Associate of Science Degree

Major Code 5399

## Computer Assisted Manufacturing Technology

	Semester Hours
<b>Core Requirements (p. 33)</b>	<b>26</b>
<b>Computer Assisted Manufacturing Technology Requirements</b>	<b>15</b>
CAMT 100 Introduction to Machine Tool Processes	3
CAMT 105 Precision Machining	3
CAMT 160 Inspect & Gaging	3
CAMT 200 Computer Numerical Control	3
CAMT 250 Computer Assisted Manufacturing	3
<b>Manufacturing Technology Electives</b>	<b>24</b>
CAMT 110 Fundamentals of Cutting Tools	1
CAMT 150 Materials & Processes	3
CAMT 202 Tool Design for Manufacturing	3
CAMT 240 Industrial Materials	3
CAMT 220 Fundamentals of Robotics	1
CAMT 298 Selected Topics in Manufacturing	1-8
CAMT 330 Quality Control and Reliability	3
CAMT 490 Internship in Manufacturing Tech	3
CAMT 498 Seminar in Manufacturing Tech	3
CAMT 499 Independent Study in Manufacturing Technology	1-3
CADD 110 Engineering Graphics I	3
CADD 115 Introduction to 3D CAD	3
CADD 130 Engineering Graphics II	3
CADD 260 Engineering Graphics III	3
CADD 298 Selected Topics Drafting & Design Engineering Technology	1-8
CADD 498 Seminar in Drafting & Design Engineering Technology	1-3
CADD 499 Independent Study in Drafting & Design Engineering Tech	1-3
MIMS 305 Basic Electricity & Electronics	3
MIMS 310 Computer Production/ Planning Control	3
MIMS 315 Statics for Engineering Technology	3
MIMS 320 Applied Statistical Quality Control	3
MIMS 325 Dynamics & Kinematics for Engineering Technology	3
MIMS 350 Industrial Supervision (WI)	3
MIMS 410 International Trends in Manufacturing (WI)	3
MIMS 425 Design of Experiments	3
MIMS 435 Professional Internship	3

## Suggested Order of Study

### Associate of Science Degree

Major Code 5399

### Computer Assisted Manufacturing Technology Major

#### Freshman Year

##### 1st Semester

Course		Hours
CAMT 100	Introduction Machine Tool Processes	3
CAMT 160	Inspect & Gaging	3
CORE	[Math 30 or Math 114 or Math 130]	3
CORE	[Psy 120 College Orientation]	1
Manufacturing Technical Elective		6
		<b>16</b>

##### 2nd Semester

CAMT 105	Precision Machining	3
CORE	[Eng 101 Comp I]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Kine 101 Physical Activity]	1
Manufacturing Technical Electives		6
		<b>16</b>

#### Sophomore Year

##### 1st Semester

CAMT 200	Computer Numeric Control	3
CORE	(Phys 100 Fund of Phys Sci)	5
CORE	(Hist 110/Hist 120)	3
Manufacturing Technical Elective		6
		<b>17</b>

##### 2nd Semester

CORE	[Econ 201Econ-Macro]	3
CAMT 250	Computer Assisted Manufacturing	3
CORE	[Humanities/Fine Arts]	3
CORE	[Kine 103 Lifetime Wellness]	2
Manufacturing Technical Elective		6
* MO Const. Test	OR PSc 120	3
		<b>17-20</b>

See department faculty for information on college credit for work experience through the development of an employment portfolio.

#### For additional information contact:

Mr. Don Schultz

Office: Ummel Technology Building 115

Phone: 417.625.9327

Email: schultz-d@mssu.edu

## Course Descriptions

### CAMT 100 (F, S)

3 hrs. cr.

#### Intro to Machine Tool Processes

The theory and safe operation of basic machine tools. Fundamental practices include: safety, basic mathematics, blueprint reading, bench-work, precision measurement, metal sawing, drills and drilling, pedestal bench grinding, engine lathes, mills. One hour lecture, four hours lab.

### CAMT 105 (S)

3 hrs. cr.

#### Precision Machining

An introduction to the operation of surface, cylindrical, tool, and cutter grinders. Principles of inspection and gaging, applied trigonometry, tooling geometry, and advanced lathe and milling practices will be

covered. One hour lecture, four hours of lab. Prerequisites: CAMT 100, CADD 110, Math 130, or consent of instructor.

### CAMT 110 (F, S)

1 hr. cr.

#### Fundamentals of Cutting Tools

Introduction to tool geometry, chip formation, and effects of coolants and tool design on tool life. Instruction on the sharpening of standard cutting tools for drilling, formed relieved end mills and mill cutters, and the applications of various factors on machinability. The use of carbides and ceramics as cutting tools. One hour lecture, four hours of lab. Prerequisite: It is also recommended that students take CAMT 100 as a prerequisite or concurrently.

### CAMT 150 (F, S)

3 hrs. cr.

#### Materials and Processes

A survey of manufacturing materials and processes. Properties of ferrous metals and nonferrous metals and plastics. Introduction and application of the principles of casting, welding, molding, hot working, cold working, stamping, forming and material removal processes. One hour lecture, four hours of lab. Prerequisite: It is also recommended that students take CAMT 100 as a prerequisite or concurrently.

### CAMT 160 (F)

3 hrs. cr.

#### Inspection and Gaging

Inspection, gaging, and precision measurement procedures utilizing mechanical, electronic, and optical measuring equipment and related math. Geometric dimensioning and tolerancing emphasized. Computer assisted process control methods are introduced and applied to specific inspection procedures. One hour lecture, 4 hours of lab.

### CAMT 200 (F, S)

3 hrs. cr.

#### Computer Numerical Control

Basic numerical control concepts and applications, the operation and setup of numerical control machines, including Vertical machining centers and turning centers, numerical control programming as applied to machining applications using MDI. One hour lecture, four hours of lab. Prerequisites: CAMT 100, CADD 110, Math 30 or 135, or consent of instructor.

### CAMT 202 (S)

3 hrs. cr.

#### Tool Design

Tool design and manufacturing is an advanced course on the designing, machining, and manufacturing of production tools, dies, jigs and fixtures. Prerequisites: CAMT 105 and CADD 110. One hour lecture and four hours lab.

### CAMT 210 (Demand)

3 hrs. cr.

#### Computer Animation For Industry

Fundamentals of computer animation on a personal computer focusing on industrial applications, such as product promotion and marketing, motion simulation of machine elements and mechanisms, and its use in presentation, training, and instruction. Involves imparting movement and photorealistic appearance to geometric shapes and models. One hour lecture, four hours of lab. Prerequisites: CADD 115 or CIS 105 or permission of the department.

### CAMT 220 (Demand)

1 hr. cr.

#### Fundamentals of Robotics

Fundamental concepts underlying robot programming and its applications in the manufacturing industry. Covers operation of an industrial robot arm, both lead through and textual programming, end effect or design, interfacing with computers and CNC machines and control systems. Class meets for five weeks. One hour lecture, four hours of lab. Prerequisite: Take concurrently with CAMT 110 and CAMT 150 as a three-hour block. It is also recommended that students take CAMT 100 as a prerequisite or concurrently.

### CAMT 240 (S)

3 hrs. cr.

#### Industrial Materials

Introduction to metallurgy and nonmetallic materials currently used in today's manufacturing settings. Theory and application of principles for identifying, producing, conditioning, and testing materials. Laboratory activities involve both manual and computer assisted testing. One hour lecture, four hours of lab. Prerequisite: CAMT 150.

## 210 / CAMT, Industrial Technology

CAMT 250 (S)

3 hrs. cr.

### Computer Assisted Manufacturing

Advanced techniques of CNC & N/C programming using a completely integrated environment. Concepts of manufacturing programs being an integral part of a dynamic environment as compared to being in an isolated system. One hour lecture, four-hour lab per week. Prerequisites: CAMT 200 or consent of instructor.

CAMT 298 (Demand)

1-8 hrs. cr.

### Topics in Manufacturing Technology

Special topics in new or emerging manufacturing technology not normally included in another course. Prerequisites specified by the department in a course syllabus.

CAMT 310 (Demand)

4 hrs. cr.

### Manufacturing Data Processing

Designed to teach overall data processing techniques as relating to the manufacturing environment. A solid foundation of manufacturing processes and departmental structuring is required in addition to knowledge of microcomputer usage. Two hours lecture, six hours lab. Prerequisites: CAMT 100, CIS 105, CADD 115, Acct 201, or consent of instructor.

CAMT 330 (Demand)

3 hrs. cr.

### Quality Control and Reliability

The concept of quality control and its applications. The importance of quality control, tools, and techniques of SPC/SQC covering control charts used in quality control analysis, inspection and testing for quality control, process variability, product reliability, and maintainability. Two hours lecture, four hours lab. Prerequisites: CAMT 100 & 160, CIS 105, Math 310 or GB 321 or GB 405, or consent of instructor.

CAMT 490 (Demand)

1-8 hrs. cr.

### Internship in Manufacturing Technology

A structured work experience in manufacturing technology at an institution, facility, or industry not directly related to Missouri Southern. Practical application of the students' majors under the direct supervision of an on-site professional who is not an MSSU faculty or staff member. A faculty member will be responsible for approving the placement site and supervising the overall activities of the internship. Prerequisite: 15 hours of CAMT courses and permission of a committee.

CAMT 498 (Demand)

1-3 hrs. cr.

### Advanced Topics in Manufacturing Technology

Covers specialized knowledge and skills related to new developments in manufacturing technology. Topics will vary by the semester and situation. Prerequisite: Senior standing in management-technology or an associate degree in manufacturing technology.

CAMT 499 (Demand)

1-3 hrs. cr.

### Independent Study in Manufacturing Technology

Individually directed reading, research, and report preparation in selected areas of contemporary manufacturing technology, for advanced majors. Scope, depth, and area of concentration and credit will be arranged when enrolling in the course. Offered by arrangement. Prerequisite: Completion of required manufacturing technology courses with minimum 3.0 GPA and permission of instructor, department head, and school dean.

## INDUSTRIAL TECHNOLOGY EDUCATION

Ummel Technology Building Room 112, 417.625.9567

### Faculty Bartholet

The Industrial Technology Education degree has certifications for both middle school (grades 5-9) and secondary (grades 9-12). The middle school certification in Industrial Technology is one of two areas of concentration that a student may select from to complete their education degree. The student who desires to teach in a secondary school will have a single teaching field. Technology education is an applied discipline designed to promote technological literacy at all levels. It is the intent of such study to provide students with an understanding of their technological culture so they can become intelligent consumers of their technology. Therefore, the program is designed to produce individuals who can solve problems involving the technical means humans use for their survival. Technology education capitalizes on the needs humans have for expressing themselves with tools and materials. Technology literacy is considered a basic and fundamental study for all persons regardless of educational or career goals. As a result of these goals, the discipline is both academic and laboratory oriented.

### Bachelor of Science in Education Middle School Education Grades 5-9 Certification in Industrial Technology

(This degree is 1/2 of a dual degree for Middle School Certification.)

### Bachelor of Science in Education with a major in Industrial Technology Grades 5-9 Certification One of Two Teaching Fields

	Semester Hours
<b>Core Requirements (p.32) [51*]</b> .....	<b>48*</b>
<b>Education Certification Requirements</b> .....	<b>51</b>
Educ 347 Industrial Technology Methods .....	3
<b>Industrial Technology Requirements:</b> .....	<b>21</b>
<b>Communications</b> .....	<b>6</b>
CADD 110 Engineering Graphics (3) .....	
CADD 271 Graphic Information Technology (3) .....	
<b>Energy &amp; Power</b> .....	<b>3</b>
MIMS 381 Basic Energy & Power (3) .....	
<b>Materials &amp; Process</b> .....	<b>9</b>
CAMT 100 Introduction Machine Tool Processes (3) .....	
CAMT 150 Materials and Process (3) .....	
MIMS 391 Wood Working & Plastic (3) .....	
<b>Organization and Administration</b> .....	<b>3</b>
MIMS 350 Industrial Supervision (3) .....	
<b>Second Teaching Field</b> .....	<b>25-28</b>
<b>TOTAL</b> .....	<b>145-148</b>

\*Required course in psychology satisfies the requirement for three hours of the Core Curriculum.

## Bachelor of Science in Education Middle School Education

Candidates who elect middle school (grades 5-9) as their major must complete two areas of concentration consisting of 22-32 hours in each area. The curriculum for these areas is a joint effort by the departments of teacher education and the teaching specialty. Students who desire to teach in a middle school may choose to become qualified in any two of the following seven areas: Language Arts (English), Math, Science, Social Studies, Business, Industrial Technology, or Speech/Theatre.

### Middle School Professional Education sequence Grades 5-9

	Semester Hours
Math 119 Math Elementary I . . . . .	3
Math 120 Math Elementary II . . . . .	3
Psy 305 Child/Adolescent Development . . . . .	4
Psy 310 Educational Psychology . . . . .	2
Psy 412 Measure & Evaluation . . . . .	2
Educ 100 Introduction to Teacher Education I . . . . .	1
Educ 200 Introduction to Teacher Education II . . . . .	1
Educ 301 Use of Computer Software . . . . .	3
Educ 302 Exceptional Child . . . . .	2
Two content area Methods Courses (Educ 311, 312, 322, 336, 340, 344, 330) . . . . .	4-6
Educ 321 Microteaching . . . . .	2
Educ 329 Pedagogical Theory . . . . .	4
Educ 423 Classroom Management . . . . .	2
Educ 342 Development Reading . . . . .	3
Educ 343 Content Area Lit: MS . . . . .	3
Educ 402 Foundations of Education . . . . .	2
Educ 412 Philosophy, Organization & Curriculum . . . . .	2
Educ 413 Methods Teaching in Middle Grades . . . . .	2
Educ 432 Critical Issues . . . . .	2
Educ 452 Student Teaching . . . . .	8

The Core Curriculum and Department of Education requirements for the middle school program total 100 hours. The number of hours added to this Core depends on the two content areas chosen. The possible choices and hours are listed below:

IT/SS	= 35
IT/S-T	= 50
IT/LA	= 41
B/IT	= 47
Sci/IT	= 43
Math/IT	= 43

## **Suggested Order of Study**

### Bachelor of Science in Education Middle School Education with Industrial Technology Concentration

Candidates will need to check with their advisers for additional courses that must be taken in each of two chosen areas of concentration: Language Arts, Social Science, Science, Industrial Technology, Business, Speech/Theatre, or Math.

### Freshman Year

1st Semester		Hours
Course		
Educ 100	Introduction to Teacher Education I	1
CORE	[Eng 101 Comp I] (WI)	3
CORE	[Math 119 Math Elem I]	3
CORE	[Econ 180 American Econ]	3
Psy 120	College Orientation	1
CORE	[Comm 100 Oral Communication] *	3
CORE	[Kine 101 PE Activity]	1
		<b>15</b>

### 2nd Semester

CORE	[Math 120 Math Elem II]	3
CORE	[Eng 102 (Eng 101)] (WI)	3
CORE	[Hist 110 U.S. 1492-1877]	3
Psy 100	General Psychology	3
CORE	[Bio 101 Gen Biology]	4
		<b>16</b>

### Summer-Freshman Year

Concentration Area	4-8
	<b>4-8</b>

### Sophomore Year

1st Semester		
CORE	[Phys 101]	5
CORE	[Hist 120 U.S. 1877-present]	3
CORE	[Kine 103 Lifetime Wellness]	2
Educ 301	Comp Software Classroom**	3
Educ 200	Introduction to Teacher Education II	1
CORE	[Humanities/Fine Arts (2B)]	3
MIMS 381	Basic Energy & Power	3
		<b>19</b>

### 2nd Semester

Pass C-Base test for admission. Verify that ACT score is 20+. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Apply for admission to the Teacher Education Program. Get faculty recommendation, write autobiography, and file admission papers for tentative admission. If ACT is less than 20, candidate should retake the ACT.

Psy 305	Child/Adolescent Development	4
CORE	[Humanities/Fine Arts (2C)]	3
CORE	[Humanities/Fine Arts (2A)]	3
CAMD 100	Introduction Machine Tool Processes	3
CADD 110	Engineering Graphics	3
Concentration 2nd Area		3
		<b>19</b>

### Summer-Sophomore Year

Concentration 2nd Area	4-8
	<b>4-8</b>

### Junior Year

1st Semester  
Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ" prefix can be taken. (Exceptions: Educ 100, Educ 200, Educ 301 and Educ 302).

Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
Educ 342	Developmental Reading: Elementary	3
Concentration 2nd Area		3
MIMS 391	Wood Working & Plastics	3
		<b>17</b>

### 2nd Semester

Must be fully admitted to the Teacher Education Program		
Educ 343	Content Area Lit: M.S. (WI)	3
Educ 302	Exceptional Child	2
Psy 310	Educational Psychology	2
CORE 5a	[IB 310 International Bus.]	3

## 212 / Industrial Technology

CADD 271	Graphics Information Technology	3
CAMT 150	Materials and Process	3
Concentration 2nd Area		2-3
		<b>18-19</b>

Summer-Junior Year		
Concentration 2nd Area		2-8
		<b>2-8</b>

### Senior Year

1st Semester		
Educ 412	Middle School Curriculum	2
Psy 412	Measurement & Evaluation	2
Educ	2nd Certification Area	2-3
MIMS 350	Industrial Supervision	3
Concentration 2nd Area		4-5
CORE	[PSc 120 Gov't: US/St/Loc]	3
		<b>16-18</b>

2nd Semester		
Educ 402	Foundations of Education (WI)	2
Educ 413	Methods of Teaching Middle School	2
Educ 432	Critical Issues	2
Educ 452	Student Teaching	8
Educ 330	Industrial Technology Methods	3
		<b>17</b>

(Prerequisites)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Education Dean's Office.

\*\* This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

### For additional information contact:

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Industrial Technology  
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## Bachelor of Science in Education

### Industrial Technology Emphasis

Major Code: 9040

### Grades 9-12 Certification

**Core Requirements (p.32) [51] . . . . . 48\***

**Education Certification Requirements (p. 189). . . . 43-45**

**Industrial Technology Requirements. . . . . 36**

**Communications: (minimum 7) . . . . . 9**

CADD 110 Engineering Graphics (3)

CADD 220 Architectural Drafting (3)

CADD 271 Graphic Information Technology (3)

**Energy & Power: (minimum 7) . . . . . 9**

MIMS 381 Introduction to Power & Energy (3)

MIMS 305 Basic Electricity & Electronics (3)

MIMS 383 Power Generation Pneumatics & Hydraulics (3)

**Materials & Process: (minimum 7). . . . . 9**

CAMT 100 Introduction Machine Tool Processes (3)

CAMT 150 Materials and Process (3)

MIMS 391 Woodworking & Plastics (3)

**Organization/Administration: (minimum 5) . . . . . 6**

MIMS 350 Industrial Supervision (3)

MIMS 310 Production Planning & Control (3)

**Additional related: (for a total of 36). . . . . 3**

MIMS 393 Wood & Plastics Science (3)

**Total**

**127/129**

\* Required course in psychology satisfies the requirements for three hours of the Core Curriculum.

## Suggested Order of Study

### Bachelor of Science in Education

#### Secondary Education (9-12)

#### Industrial Technology Emphasis

Major Code 9040

#### Freshman Year

1st Semester		Hours
Course		
Educ 100	Introduction to Teacher Education I	1
Psy 100	General Psychology	3
CORE 1a	[Eng 101 Comp I] (WI)	3
CORE 1c	[Math 130 Math]	3
Psy 120	College Orientation	1
CORE 1b	[Comm 100 Oral Communication]*	3
CORE 1d	[Kine 101 PE Activity]	1
		<b>15</b>

2nd Semester		Hours
CADD 110	Engineering Graphics	3
CAMT 100	Introduction to Machine Tool Processes	3
CORE 1d	[Kine 103 Lifetime Wellness]	2
CORE 1a	[Eng 102 (Eng 101)] (WI)	3
CORE 4a	[Hist 110 US 1492-1877]	3
CORE 3a	[Bio 101 Gen Biology]	4
		<b>18</b>

#### Sophomore Year

##### 1st Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 200	Introduction to Teacher Education II	1
Educ 302	Exceptional Child	2
CORE 3b	[Phys 100]	5
CORE 4a	[Hist 120 US 1877-present]	3
MIMS 391	Wood Working & Plastics	3
MIMS 381	Introduction to Power & Energy	3
		<b>17</b>

Pass first available C-Base test.

Verify that ACT score is 20. Have a 2.5 GPA in the teaching specialty area and a 2.75 cumulative GPA. Get faculty recommendation, write autobiography, and file admission papers for tentative admission.

##### 2nd Semester

Follow teaching specialty department recommendations for core courses and teaching specialty courses.

Educ 301	Comp Software Classroom**	3
Psy 301	Adolescent Development	3
CADD 220	Architectural Drafting	3
CAMT 150	Materials and Process	3
CORE 2c	[Humanities/Fine Arts (2C)]	3
CORE 2a	[Humanities/Fine Arts (2A)]	3
		<b>18</b>

**Junior Year**

**1st Semester**

*Candidate must be tentatively admitted to the Teacher Education Program before courses with an "Educ" prefix can be taken (Exceptions: Educ 100, Educ 200, Educ 301, and Educ 302).*

Educ 329	Ped Theory, Methods, & Practices	4
Educ 321	Microteaching	2
Educ 423	Classroom Management	2
CORE 4a	[PSc 120 Gov't: US/St/Loc]	3
MIMS 350	Industrial Supervision	3
CORE 2b	[Humanities/Fine Arts (2B)]	3
		<b>17</b>

*Follow departmental recommendations for teaching specialty courses. If recommended by Junior Block instructors and by the teacher education faculty, receive full admission to teacher education.*

**2nd Semester**

*Follow departmental recommendations for teaching specialty courses.*

Psy 310	Educational Psychology	3
CADD 271	Graphics Information Technology	3
MIMS 305	Basic Electricity & Electronics	3
MIMS 393	Woods & Plastic Science	3
MIMS 383	Power Generation	
	Pneumatics And Hydraulics	3
		<b>15</b>

**Senior Year**

**1st Semester**

*Follow the departmental recommendations for teaching specialty courses. Apply for student teaching during the second week of the semester.*

Educ 422	Content Area Lit: Sec. (WI)	2
Psy 412	Measurement & Evaluation	
OR		
Educ 412	Mid School Curriculum	
OR		
Educ 420	Introduction to Counseling	2-3
MIMS 310	Production Planning & Control	3
CORE 5a	[IB 310 International Bus]	3
CORE 4a	[Econ 180 American Economic Sys]	3
		<b>13-14</b>

**2nd Semester**

Educ 402	Foundations of Education (WI)	2
Educ 432	Critical Issues	2
Educ 330	Industrial Technology Meth.	3
Educ 462	Student Teaching Sec	8
		<b>15</b>

(Prerequisite)

[Department Recommendations]

\*Candidate must have speech evaluation filed in the Education Dean's Office.

\*\* This is a certification requirement and must be taken by all teacher education candidates prior to Junior Block or concurrently.

**For additional information contact:**

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## Course Descriptions

Educ 337 (S)

3 hrs. cr.

**Industrial Technology Methods**

This is a required education course, which is an introduction to the instructional planning, materials, philosophy, rationale, and methods of teaching Industrial Technology. It is a part of the professional semester. Prerequisites: Advanced standing in major field and admission to teacher education program. (Junior Block)



**Faculty** Bartholet, Duggal, Howe, Schultz

This degree program blends the management, design, and manufacturing application aspects in a unique way to produce a graduate that is functional at floor level manufacturing and management environment. Students must have completed an associate degree in a technical field in order to complete the Manufacturing Information Management Systems (MIMS) program.

### Management Information Management Systems (MIMS)

	Semester Hours
<b>Core Requirements (p. 32)</b>	<b>45</b>
<b>(6 hours core included in major)</b>	
<b>Associate of Science in Technical Field</b>	<b>36</b>
<b>Required MIMS Curriculum</b>	<b>45</b>
MIMS 310 Computer Production Plan/Control	3
MIMS 350 Industrial Supervision (WI)	3
MIMS 305 Basic Electricity & Electronics	3
MIMS 420 Manufacturing Computer Applications	3
CAMT 240 Industrial Materials	3
CIS 305 Microcomputer Applications	3
MIMS 320 Applied Statistical Quality Control	3
MIMS 450 Graphics Information Technology II	3
MIMS 415 Mechanical Design	3
MIMS 425 Design of Experiments	3
IB 310 International Business	3
(core requirement Area 5)	
GB 321 Business Statistics I	3
GB 405 Statistical Quality Control	3
MM 350 Principles of Marketing (WI)	3
Econ 202 Principles of Economics-Micro	3
(Core requirement Area 4)	

## Suggested Order of Study

### Bachelor of Science

Major Code 4997

### Management Technology with an emphasis in Manufacturing Information Management Systems (MIMS)

#### Junior Year

##### 1st Semester

Course		Hours
MIMS 310	Computer Production Plan/Control	3
MIMS 350	Industrial Supervision (WI)	3
GB 321	Business Statistics I	3
MM 350	Principles of Management (WI)	3
CORE	[Eng 102 Comp II]	3
CORE	[Area 3C]	3
		<b>18</b>

##### 2nd Semester

MIMS 305	Basic Electricity & Electronics	3
GB 405	Statist Quality Control	3
MIMS 420	Manufacturing Computer Applications	3
CAMT 240	Industrial Materials	3
Econ 202	Principles of Economics (Micro)	3
CORE	[Bio 101 General Biology]	4
		<b>19</b>

#### Senior Year

##### 1st Semester

CIS 305	Microcomputer Applications	3
CORE	[Area 2C] (WI)	3
MIMS 320	Applied Statistical Quality Control	3
MIMS 450	Graphics Information Technology II	3
CORE	[PSc 120 Gov't: U.S., State, Local]	3
		<b>15</b>

##### 2nd Semester

MIMS 415	Mechanical Design	3
MIMS 425	Design of Experiments	3
CORE	[Area 2B]	3
CORE	[IB 310] (Area 5)	3
CORE	[Hist 120/320]	3
		<b>15</b>

\*Students in the MIMS program will need Math 125 or higher to meet Core requirements for a Bachelor's degree.

Students should consult the Department faculty in the Design Manufacturing Information Technologies at the earliest possible date in order to incorporate the correct sequence into the appropriate Associate of Science degree program.

#### For additional information contact:

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Mr. Don Schultz

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## Course Descriptions

MIMS 305 (S) 3 hrs. cr.

### Basic Electricity and Electronics

An integrated study of DC and AC circuits in which the sinusoidal system is introduced and safety with the use of lockout and tagout procedures and methodology. Topics covering the concepts of Ohm's Law, Kirchoff's Laws, and DC circuits such as series circuits, parallel circuits, and series-parallel circuits. The study of capacitors and inductors serves as an introduction to the sinusoidal system and the behavior of R, L, and C in a sinusoidal system. The laboratory component includes the use of test instruments dealing with Ohm's Law, series circuits. Lab also includes a study of internal resistance and loading as well as basic circuit design including single and three phase circuits as well as control voltage circuits. Two hours lecture, two hours lab. Prerequisite: Phys 100 or higher and Math 125 or above or consent of the instructor.

MIMS 310 (F) 3 hrs. cr.

### Computer Production/Planning Control

Theory and application of production and inventory management philosophies and techniques as they relate to the study of computer-integrated manufacturing (CIM). Students will address such areas as material handling, scheduling, MRP, JIT, inventory control models, lean manufacturing, flexible manufacturing systems, shop-floor control, etc. Two hours lecture, two hours lab. Prerequisites: Math 130, CIS 105 or CIS 305, or consent of instructor.

MIMS 315 (Demand) 3 hrs. cr.

### Statics for Engineering Technology

Practical aspects of statics and strength of materials with emphasis on comprehension of underlying principles and their applications. Topics include: vector algebra, force equilibria, moments, trusses, static, and kinetic friction, mechanical properties of materials, stress and strain, thin-walled vessels, beams, shear and bending moment, and torsion. Two hours lecture, two hours lab. Prerequisites: Phys 100 or higher and Math 125 or higher.

MIMS 320 (F) 3 hrs. cr.

### Applied Statistical Quality Control

Concepts and applications of Statistical Process Control (SPC). Students get a solid foundation in control charts, analyzing process capability, and modern problem-solving techniques. A wealth of real data examples from manufacturing settings as well as services are used to link all learning to the implementation of SPC in the workplace. Computer based solution techniques are used where appropriate. Two hours lecture, two hours lab. Prerequisites: GB 321, GB 405, or permission of the instructor.

**MIMS 325 (Demand) 3 hrs. cr.****Dynamics and Kinematics for Engineering Technology**

Second part of a two semester course in mechanics. Includes: Kinematics, rectilinear and angular motion, plane motion, principles of work, energy and power, impulse and momentum with practical applications to engineering technology, basic motion analysis, rotary motion, cams, gears, and introduction to automation devices. Two hours lecture, two hours lab. Prerequisites: Phys 100 or higher and Math 125 or higher.

**MIMS 350 (F) 3 hrs. cr.****Industrial Supervision (Writing Intensive)**

A dynamic look at the interrelationship between work assignments, work performance, and performance outcomes within an industrial work environment. Skills focused introduction to supervision. The job of supervisor is explained and examples of how supervisors operate in real situations are discussed. The focus is on key skills needed for effective supervision – e.g., goal-setting, delegating, budgeting, interviewing, motivating, counseling, and coaching. An examination of group dynamics, presentations, and basic interpersonal skills will be combined to establish an understanding and to develop a sense of commitment to a positive and progressive work ethic. Prerequisite: Junior standing, six hours English Composition, or permission of department.

**MIMS 381 (F) 3 hrs. cr.****Introduction to Power and Energy**

This is a required technology course which is an introduction to the methods used in industry for the use of creating force / power and the generation of this energy/power. Emphasis is placed on the investigation and conceptual understanding of methods of power generation as well as the distribution and use of the energy developed. Two-hours lecture and two-hours lab per week.

**MIMS 383 (F) 3 hrs. cr.****Power Generation including Pneumatic and Hydraulics**

This is a required technology course which is an advanced study in the methods used in industry for the use of creating force/power and the generation of power. Emphasis is placed on the advanced investigation and conceptual understanding of the methods of power generation as well as the distribution as it relates to pneumatics and hydraulics. Two-hours lecture and two-hours lab per week.

**MIMS 391 (S) 3 hrs. cr.****Wood Working and Plastics for Shop**

This is a required technology course which is an introduction to the methods used in industry in the processing and production of wood and plastic products. The student will develop an appreciation for and knowledge of materials, products, tools, and process. Emphasis is placed on the proper and safe use of wood and plastic machines, tools, and chemicals as well as pride in workmanship. Students will be given an opportunity to design and build wood and plastic products throughout the course. Two-hours lecture and two-hours lab per week.

**MIMS 393 (F) 3 hrs. cr.****Wood and Plastic Science**

This is a required technology course, which is an introduction to the science of wood and plastic and the processing and production of wood or plastic components as well as basic cabinet construction. The student will develop an appreciation for and knowledge of materials, products, tools, and process as required in shop and industrial applications. Emphasis is placed on the proper and safe use of wood and plastic machines, tools, and chemicals in the processing or production of wood and plastic components. Students will be given an opportunity to investigate their knowledge of design and building of wood and plastic products throughout the course. Prerequisite of technical math or equivalent and MIMS 391. Two-hours lecture and two-hours lab per week.

**MIMS 405 (Demand) 3 hrs. cr.****Mechanics of Materials**

Calculations of material strength and deformation are complemented with principles and practice of mechanical testing including instrumentation and measurement in the areas of loads, stresses, deformations, thermal stresses, and other quantities. Two hours lecture and two hours lab a week. Prerequisite: MIMS 315, MIMS 325.

**MIMS 410 (Demand) 3 hrs. cr.****International Trends in Manufacturing (Writing Intensive)**

Discussion of issues and trends in U.S. manufacturing and technology with special emphasis on the causes and consequences of its internationalization in the face of global competition. Course content may vary to ensure that contemporary or latest developments are highlighted. Prerequisites: Junior standing, six hours of English Composition, or permission of the department.

**MIMS 415 (S) 3 hrs. cr.****Mechanical Design**

Machine elements in mechanical design, design for different modes of failure, tolerances and fits, shaft design, keys and couplings, springs, spur gears, belts and chains, clutches and brakes, and rolling contact bearing. Two hours lecture, two hours lab. Prerequisite: Phys 100 or higher and Math 125 or above.

**MIMS 420 (S) 3 hrs. cr.****Manufacturing Computer Applications**

Introduces problem solving and analysis in the application of integrated manufacturing information systems software. Includes: design, production routing, project planning and tracking, material handling and inventory control, coding and classification using current integrated manufacturing software.

**MIMS 425 (S) 3 hrs. cr.****Design of Experiments**

The course objective is to learn how to plan, design, and conduct experiments efficiently and effectively as well as analyze the resulting data to obtain objective conclusions. Industrial applications (manufacturing as well as non-manufacturing) rather than theoretical developments are emphasized. Computer based solution techniques are used where appropriate. Two hours lecture, two hours lab. Prerequisite: Senior standing.

**MIMS 435 (F,S,S) 3 hrs. cr.****Professional Internship**

An eight-week supervised industrial training experience in a design manufacturing engineering environment. The intern will be placed with a cooperating company to work under the guidance of the University and the company on various product design manufacturing activities. This experience should greatly expand and support the educational experience provided to the student. Prerequisite: Completion of junior year coursework, CIS 305, MIMS 310.

**MIMS 450 (F) 3 hrs. cr.****Graphical Information Technology II**

A seminar class designed to apply the advanced applications of data transfer and manipulations within industrial environments. Topics could include advanced Internet applications, advanced Web page design, data formatting, and other topics as the technology changes. One hour lecture, four hours lab. Prerequisite: CADD 271. (Cross listed in CADD.)

**MIMS 490 (S) 3 hrs. cr.****Manufacturing Applications (Capstone)**

Allows the student to build on all the skills and knowledge gained in prior coursework and creative implementation of the concepts learned through projects or internships pertaining to various manufacturing applications. Will work in teams on project(s) that will take

them from ideas through various aspects of design, development and manufacturing to conclusion. Prerequisites: Senior standing.

### One Year Certificate In Manufacturing Applications

One year certificate program in Manufacturing Applications is offered through Computer Aided Drafting and Design (CADD) and Computer Assisted Manufacturing Technology (CAMT). Refer to the individual departments CADD (page 204) and CAMT (page 207) for course descriptions.

## Suggested Order of Study

### Certificate Manufacturing Applications

#### 1st Semester

Course		Hours
CAMT 100	Introduction to Machine Tools	3
CAMT 110	Fund of Cutting Tools	1
CAMT 160	Inspection & Gaging	3
CADD 115	Introduction to CAD	3
CADD 110	Engineering Graphics I	3
CAMT 150	Materials & Processes	1
Technical Elective		3
		17

#### 2nd Semester

CAMT 105	Precision Machining	3
CADD 130	Engineering Graphics II	3
CADD 202/CAMT 202	Tool Design and Manufacturing	3
CAMT 200	Computer Numerical Control	3
Math 30	Intermediate Algebra	
OR		
Math 114		3
Technical Elective		3
		18

### Certificates of Competencies

The competency certificate programs in Manufacturing Applications are offered through Computer Aided Drafting and Design Engineering Technologies (CADD) and Computer Assisted Manufacturing Technology (CAMT) programs. These certificates can be earned by completing four course sequences.

The student has four options to choose from:

- CADD Operator
- CNC Operator
- Reverse Engineering Technician
- Quality Technician

### CADD Operator

The program is structured to prepare individuals to perform Computer Aided Drafting and Design work in CADD laboratories. The trained individual will have the skills to prepare drawings for manufacture and make design amendments to existing drawings using CADD programs. The program will prepare the individual to work as a CADD operator, as well as a drafting technician and a detailer.

## Suggested Order of Study

### Certificate of Competency CADD Operator

Course		Hours
CAMT 100	Introduction to Machine Tool Processes	3
CADD 110	Engineering Graphics I	3
CADD 115	Introduction to 3D Computer Aided Drafting	3
CADD 130	Engineering Graphics II	
OR		
CADD 220	Architectural Drafting	
OR		
CADD 230	Elementary Surveying	3
		12

### CNC Operator

The program is designed to provide skills in the operation of Computer Numerical Controlled (CNC) lathe and milling machines. The student will be equipped to be a CNC Technician upon completion of the program.

## Suggested Order of Study

### CNC Operator

Course		Hours
CAMT 100	Introduction to Machine Tool Processes	3
CADD 110	Engineering Graphics I	3
CAMT 160	Inspection and Gaging	3
CAMT 200	Computer Numerical Control	3
		12

### Reverse Engineering Technician

The program is structured to prepare individuals to perform work related to re-creating drawings from parts in existence and modifying the drawings for retooling for manufacture. The trained individual will have skills to operate equipment such as a 3D Scanner, CMM, and Faro Arm in recreating 2D and 3D drawings. The individual will also transform the drawings to meet the needed specifications for manufacture. The program will prepare the individual to work as a Reverse Engineering Technician, Coordinate Measuring Technician, and a CADD Interface Technician.

## Suggested Order of Study

### Reverse Engineering Technician

Course		Hours
CAMT 100	Introduction to Machine Tool Processes	3
CADD 110	Engineering Graphics I	3
CAMT 160	Inspection and Gaging	3
CAMT 298	Reverse Engineering Tools & Practices	3
		12

## Quality Technician

The program is structured to prepare individuals to perform inspection techniques and assure quality in manufacturing and service industries. The trained individual will have the skills to assist a Quality Engineer in inspecting, gathering, and analyzing data pertinent to products and services to maintain the desired quality. The program will prepare the individual to work as a Quality Technician, Quality Inspector, and Quality Analyst.

## Suggested Order of Study

### Quality Technician

Course		Hours
Math 030	Intermediate Algebra*	3
Math 130	College Algebra	3
CAMT 160	Inspection and Gaging	3
GB 321	Business Statistics I	3
MIMS 320	Applied Quality Control	3
		<b>15</b>

\* or Placement Test or acceptable ACT Score

### For additional information contact:

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**Faculty** Oakes - Head, Collins, Earney, Herr, Mays, Pinet, Schiavo, Tunnell

The Computer Information Science (CIS) Department provides opportunities for a broad undergraduate education in the many aspects of computer hardware and software. The faculty's main objective is to offer courses of instruction that develop a thorough understanding of methods for utilizing computer technology in the design and implementation of solutions to complex management, scientific, and engineering problems. Within this context, the Department offers the following curricula options:

- Bachelor of Science in CIS - Information Technology
- Bachelor of Science in CIS - Information Systems
- Bachelor of Science in CIS - Computational Mathematics
- Bachelor of Science in CIS - Bioinformatics
- Bachelor of Science in CIS - Computer Forensics
- Bachelor of Science in CIS - Computer Technology

- Minor in CIS - Network Systems Administration
- Minor in CIS - Information Systems
- Minor in CIS - Website Administration
- Associate of Science in CIS - Network Systems Administration
- Associate of Science in CIS - Information Systems
- Associate of Science in CIS - Website Administration

The six **Bachelor of Science in CIS** alternatives prepare the student for graduate school or entry-level positions such as systems programmer, systems analyst, applications programmer, database administrator, bioinformatics specialist, computer forensics analyst, user support specialist, network administrator, or website administrator. **Information Technology** and **Information Systems** are distinguished by selected courses that develop the student's understanding of an organization's information requirements and procedures for designing and implementing an information system that will facilitate its management.

**Computational Mathematics** meets the requirements for a double major in Computer Information Science and Mathematics. The student takes CIS and mathematics classes that develop an expertise in applied mathematics and the theoretical foundations of computer science. Such knowledge is required to design and implement computer solutions for a wide range of problems encountered in science and engineering.

**Bioinformatics** provides for a double major in Computer Information Science and Biology. Bioinformatics is an emerging discipline that is concerned with designing and implementing computational algorithms for managing, processing, and analyzing databases of genetic sequences.

**Computer Forensics** fulfills the requirements for a double major in Computer Information Science and Criminal Justice Administration. Cyber attacks, hacking, and other computer-based criminal activities cost businesses and government organizations billions of dollars each year. Computer Forensics involves techniques for securing computer networks as a precaution against criminal threat. In addition, it includes the identification, extraction, preservation, and documentation of computer evidence for the purpose of identifying and prosecuting perpetrators of computer-based crime.

The **Computer Technology** option not only meets the requirements for a Bachelor of Science in CIS, but also qualifies the student for an Associate of Science degree in Computer Aided Drafting and Design (CADD).

A **Minor** or **Associate of Science** provides the student pursuing some other major with a credential and expertise in computing, an enhancement that is becoming increasingly important in almost every area of science, education, business, and the arts. The **Network Systems Administration** alternatives are designed to provide the student with the knowledge base necessary for managing local/wide area computer networks, as well as being able to provide user support and training in the area of personal computer hardware and

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application software. The **Website Administration** curriculum focuses on the knowledge and skills needed to build and provide on-going support for an Internet website.

In addition to these options, the Computer Information Science Department and the School of Business Administration have developed a curriculum alternative that will qualify the student for a Bachelor of Science in CIS, along with a Bachelor of Business Administration degree with a selected emphasis such as accounting, finance and economics, marketing, management, international business, or general business.

The nature of Computer Information Science is such that a student selecting this major should enjoy and have a talent for solving problems. The effectiveness of the CIS curricula is measured by the success of our graduates. Their average starting salaries are among the highest when compared to other majors, and placement records indicate that they have enjoyed an excellent placement rate. Many hold positions as middle and upper-level managers for a wide range of organizations, and several have earned graduate degrees.

Only courses in which a student has earned a grade of "C" or above will satisfy departmental requirements for the major or minor in Computer Information Science.

### Computer Information Science

#### Core Requirements:

	Semester Hours
CIS 110 Programming I .....	3
CIS 210 Programming II .....	3
CIS 302 Information System I .....	3
CIS 310 Database Management System. I .....	3
CIS 315 Computer Networks .....	3
CIS 345 UNIX System Administration .....	3
CIS 350 Data Structures .....	3
CIS 410 Information System II (WI) .....	3
CIS 425 Database Management II (WI) .....	3
CIS 435 Data Mining* .....	3
CIS 450 Operating Systems (WI) .....	3
<b>Total CIS Core</b> .....	<b>33</b>

\*Students choosing the Computer Forensics option will take CIS 440 instead of CIS 435.

### Bachelor of Science in CIS – Information Technology Option

Major Code 5110

<b>Core Requirements (p.32) 51*</b> .....	<b>48</b>
<b>CIS Core</b> .....	<b>33</b>
<b>Professional Electives</b> .....	<b>12</b>
(Select from)	
CIS 230 Program with RPG and .....	6
CIS 321 Advanced RPG .....	6
CIS 234 Program with COBOL and .....	6
CIS 334 Advanced COBOL .....	6
CIS 308 Website Administration I and .....	6
CIS 340 Website Administration II .....	6

CIS 370 Program with Java and .....	6
CIS 380 Program with MFC .....	6
CIS 325 Windows LAN Administration and .....	6
CIS 440 Computer Forensics .....	6
<b>Supporting Concentration**</b> .....	<b>18</b>
<b>Supporting Requirements</b> .....	<b>6</b>
Math 130 College Algebra .....	3
GB 321 Business Statistics I .....	3
OR	
Math 310 Elementary Statistics .....	3
OR	
Math 361 Probability and Statistics I .....	3
<b>General Electives</b> .....	<b>7</b>
<b>Total</b> .....	<b>124</b>

\*Math course in major requirements satisfies three hours of the Core.

\*\*Must be approved by the student's adviser and the CIS department head.

### Bachelor of Science in CIS – Information Systems Option and Minor in General Business

Major Code 5105

<b>Core Requirements (p. 32) 51*</b> .....	<b>45</b>
<b>CIS Core</b> .....	<b>33</b>
<b>Business Core</b> .....	<b>31</b>
Acct 201 Accounting I .....	3
Acct 202 Accounting II .....	3
Econ 201 Principles of Economics (Macro) .....	3
Econ 202 Principles of Economics (Micro) .....	3
Econ 350 Financial Management .....	3
GB 301 Legal Environment of Business I .....	3
GB 320 Business Communication (WI) .....	3
GB 321 Business Statistics I .....	3
MM 300 Principles of Marketing .....	3
MM 350 Principles of Management (WI) .....	3
MM 490 Career Portfolio Development .....	1
<b>Supporting Requirement</b> .....	<b>3</b>
Math 130 College Algebra .....	3
<b>Professional Electives</b> .....	<b>12</b>
(Select from)	
CIS 230 Program with RPG and .....	6
CIS 321 Advanced RPG .....	6
CIS 234 Program with COBOL and .....	6
CIS 334 Advanced COBOL .....	6
CIS 308 Website Administration I and .....	6
CIS 340 Website Administration II .....	6
CIS 370 Program with Java and .....	6
CIS 380 Program with MFC .....	6
CIS 325 Windows LAN Administration and .....	6
CIS 440 Computer Forensics .....	6
CIS 401 CIS Internship .....	1-3
Acct 419 Accounting Information Systems .....	3
<b>Total</b> .....	<b>124</b>

\*Math and economics courses in major requirements satisfy six hours of the Core.

**Bachelor of Science in CIS and Bachelor of Science in Math – Computational Math Option**

Major Code 5107

<b>Core Requirements (p. 32) 51*</b>	<b>43</b>
<b>CIS Core</b>	<b>33</b>
<b>Mathematics Core</b>	<b>33</b>
Math 150 Calculus I	5
Math 250 Calculus II	5
Math 260 Calculus III	5
Math 300 Fundamentals of Math Thought.	3
Math 350 Introduction to Numerical Analysis	3
Math 351 Linear Algebra	3
Math 361 Probability and Statistics I	3
Math 371 Operations Research (WI)	3
Math Electives above 320	3
<b>Supporting Requirements.</b>	<b>10</b>
Phys 250 General Physics I	2
Phys 260 General Physics II.	3
Chem 101 General Chemistry I	5
<b>General Electives.</b>	<b>5</b>
<b>Total</b>	<b>124</b>

\*Math and physics courses in major requirements satisfy eight hours of the Core.

**Bachelor of Science in CIS and Bachelor of Science in Biology – Bioinformatics Option**

Major Code 5111

<b>Core Requirements (p. 32) 51*</b>	<b>39</b>
<b>CIS Core</b>	<b>33</b>
<b>Biology Core</b>	<b>33</b>
Bio 101 General Biology	4
Bio 210 Molecular Biology (WI)	4
Bio 231 General & Medical Microbiology.	5
Bio 305 Genetics (WI)	4
Bio 405 Bioinformatics	3
Bio Upper Division Electives**	13
<b>Supporting Requirements.</b>	<b>18</b>
Bio 290 Research Methods in Biology (WI)	3
Chem 100 Introductory Chemistry	5
Math 140 College Algebra & Trigonometry.	5
Phys 151 Elementary College Physics	5
<b>General Elective.</b>	<b>1</b>
<b>Total</b>	<b>124</b>

\*Math, physics, and biology courses in major requirements satisfy twelve hours of the Core.

\*\*Choose from the following courses: Bio 301, Bio 304, Bio 308, Bio 350, Bio 362, Bio 364, Bio 371, Bio 431, Bio 440, Bio 442, Bio 450, Bio 456, Bio 499.

**Bachelor of Science in CIS and Bachelor of Science in Criminal Justice Administration - Computer Forensics Option**

Major Code 5112

<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>CIS Core**</b>	<b>33</b>
<b>CJAd Core</b>	<b>33</b>
LE 200 Criminal Investigation I	3
LE 210 Criminal Procedure	3
LE 250 Criminal Law	3
LE 280 Interview & Report Writing (WI)	3
CJAd 300 Criminal Investigation II (WI)	3
CJAd 330 Asset Protection	3
CJAd Upper Division Electives	15
<b>Supporting Requirement.</b>	<b>3</b>
Math 130 College Algebra	3
<b>General Electives.</b>	<b>7</b>
<b>Total</b>	<b>124</b>

\*Math course in major requirements satisfies three hours of the Core.

\*\*CIS 440—Computer Forensics should be taken in place of CIS 435.

**Bachelor of Science in CIS and Associate of Science in CADD Computer Technology Option**

Major Code 5108

<b>Core Requirements (p. 32) 51*</b>	<b>48</b>
<b>CIS Core</b>	<b>33</b>
<b>CAMT/CADD Core</b>	<b>30</b>
CADD 110 Engineering Graphics I	3
CADD 115 Introduction to CADD	3
CADD 120 Descriptive Geometry	3
CADD 130 Engineering Graphics II	3
CADD 204 Industrial Statics	3
CADD 210 Technical Illustration	3
CADD 230 Elementary Surveying	3
CADD 260 Engineering Graphics	3
CAMT 100 Introduction to Machine Tools	3
CAMT 150 Materials and Processes	3
<b>Supporting Requirements.</b>	<b>8</b>
Math 150 Calculus I	5
Math 310 Elementary Statistics	5
OR	
GB 321 Business Statistics I	3
<b>General Electives.</b>	<b>5</b>
<b>Total</b>	<b>124</b>

\*Math course in major requirements satisfies three hours of the Core.

## 220 / Computer Information Science

### Bachelor of Science in CIS – Information Systems Option and Bachelor of Science in Business Administration Selected Business Emphasis

Core Requirements (p. 32) 51*	45
CIS Core	33
Business Core	34
Acct 201 Accounting I	3
Acct 202 Accounting II	3
Econ 201 Principles of Economics (Macro)	3
Econ 202 Principles of Economics (Micro)	3
Econ 350 Financial Management	3
GB 301 Legal Environment of Business I	3
GB 320 Business Communication (WI)	3
GB 321 Business Statistics I	3
MM 300 Principles of Marketing	3
MM 350 Principles of Management (WI)	3
MM 452 Strategic Management (WI)	3
MM 490 Career Portfolio Development	1
Business Emphasis Area	18-27
(Select one)**	
Accounting	27
Finance and Economics	24
General Business	18
International Business	18
Marketing	18
Management	18
Supporting Requirement.	3
Math 130 College Algebra	3
<b>Total</b>	<b>133-142</b>

\*Math and economics courses in major requirements satisfy six hours of the Core.

\*\*See adviser for course requirements.

### Minor in CIS – Network Systems Administration

CIS Core	21
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 315 Computer Networks	3
CIS 320 NetWare LAN Administration	3
CIS 325 Windows LAN Administration	3
CIS 345 UNIX System Administration	3
CIS 355 Enter Network Administration	3
<b>Total</b>	<b>21</b>

### Minor in CIS – Information Systems

CIS Core	24
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 230 RPG	
OR	
CIS 234 COBOL	3
CIS 302 Information Systems I	3
CIS 310 Database Management System I	3

CIS 321 Advanced RPG	
OR	
CIS 334 Advanced COBOL	3
CIS 410 Information Systems II	3
CIS 425 Database Management System II	3
<b>Total</b>	<b>24</b>

### Minor in CIS – Website Administration

CIS Core	21
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 308 Website Administration I	3
CIS 310 Database Management System I	3
CIS 340 Website Administration II	3
CIS 345 UNIX System Administration	3
CIS 370 Program with JAVA	3
<b>Total</b>	<b>21</b>

### Associate of Science in CIS – Network Systems Administration Option

Major Code 5102

Core Requirements (p. 33) 25-26*	22-23
CIS Core	27
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 310 Database Management System. I	3
CIS 315 Computer Networks	3
CIS 320 NetWare LAN Administration	3
CIS 325 Windows LAN Administration	3
CIS 345 UNIX System Administration	3
CIS 355 Enterprise Network Administration	3
CIS 370 Program with Java	3
Mathematics Core	3
Math 130 College Algebra	3
General Electives	11-12
<b>Total</b>	<b>64</b>

\*Math course in major requirements satisfies three hours of the Core.

### Associate of Science in CIS – Information Systems Option

Major Code 5103

Core Requirements (p. 33) 25-26*	22-23
CIS Core	27
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 230 Program with RPG	
OR	
CIS 234 Program with COBOL	3
CIS 302 Information Systems I	3
CIS 310 Database Management System I	3
CIS 321 Advanced RPG	
OR	
CIS 334 Advanced COBOL	3
CIS 370 Program with Java	3

CIS 410	Information Systems II	3
CIS 425	Database Management Systems II	3
<b>Business Core</b>		<b>6</b>
Acct 201	Principles of Accounting I	3
Acct 202	Principles of Accounting II	3
<b>Mathematics Core</b>		<b>3</b>
Math 130	College Algebra	3
<b>General Electives</b>		<b>5-6</b>
<b>Total</b>		<b>64</b>

\*Math course in major requirements satisfies three hours of the Core.

**Associate of Science in CIS –  
Website Administration Option**

Major Code 5104

<b>Core Requirements (p. 33) 25-26*</b>		<b>22-23</b>
<b>CIS Core</b>		<b>27</b>
CIS 110	Programming I	3
CIS 210	Programming II	3
CIS 308	Website Administration I	3
CIS 310	Database Management Systems I	3
CIS 315	Computer Networks	3
CIS 325	Windows LAN Administration	3
CIS 340	Website Administration II	3
CIS 345	UNIX System Administration	3
CIS 370	Programming with Java	3
<b>Mathematics Core</b>		<b>3</b>
Math 130	College Algebra	3
<b>General Electives</b>		<b>11-12</b>
<b>Total</b>		<b>64</b>

\*Math course in major requirements satisfies three hours of the Core.

2nd Semester		
CIS 210	Programming II	3
CORE	[Area 2A Fine Art]	3
CORE	[Eng 102 Eng Comp II (WI)]	3
CORE	[Bio 101 General Biology]	4
Supporting Concentration		3
		<b>16</b>

**Sophomore Year**

1st Semester		
CIS 310	Database Management Systems I	3
CIS	Professional Elective (1A)	3
CORE	[Psy 100 Gen Psychology]	3
CORE	[Phys 100 Fund of Phys Sci]	5
Supporting Concentration		3
		<b>17</b>

2nd Semester

CIS 302	Information Systems I	3
CIS 350	Data Structures	3
CIS	Professional Elective (1B)	3
GB 321	Business Statistics	3
Supporting Concentration		3
		<b>15</b>

**Junior Year**

1st Semester		
CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
CORE	[Area 2C Lit/Humanity]	3
CORE	[Hist 110 US History]	3
Supporting Concentration		3
		<b>15</b>

2nd Semester

CIS 315	Computer Networks	3
CIS	Professional Elective (2A)	3
CORE	[Econ 180 American Econ System]	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
Supporting Concentration		3
		<b>15</b>

**Senior Year**

1st Semester		
CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
CORE	[Hist 120 US History]	3
CORE	[Area 5A International]	3

General Elective	3
	<b>15</b>

2nd Semester

CIS 425	Database Management Systems II (WI)	3
CIS	Professional Elective (2B)	3
CORE	[Area 2B Literature]	3
Supporting Concentration		3
General Elective	3	
		<b>15</b>

***Suggested Order of Study***

**Bachelor of Science in CIS –  
Information Technology Option**

Major Code 5110

**Freshman Year**

1st Semester		
Course		Hours
CIS 110	Programming I	3
Math 130	College Algebra	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>16</b>

## 222 / Computer Information Science

### Bachelor of Science in CIS and Minor in General Business – Information Systems Option Major Code 5105

#### Freshman Year

##### 1st Semester

Course		Hours
CIS 110	Programming I	3
Math 130	College Algebra	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>16</b>

##### 2nd Semester

CIS 210	Programming II	3
CIS 302	Information Systems I	3
Econ 201	Principles of Economics (Macro)	3
CORE	[Eng 102 Eng Comp II (WI)]	3
CORE	[Bio 101 General Biology]	4
		<b>16</b>

#### Sophomore Year

##### 1st Semester

CIS 310	Database Management Systems I	3
CIS	Professional Elective (1A)	3
Acct 201	Principles of Accounting I	3
Econ 202	Principles of Economics (Micro)	3
CORE	[Phys 100 Fund of Phys Sci]	5
		<b>17</b>

##### 2nd Semester

CIS 350	Data Structures	3
CIS 315	Computer Networks	3
CIS	Professional Elective (1B)	3
Acct 202	Principles of Accounting II	3
Econ 350	Financial Management	3
		<b>15</b>

#### Junior Year

##### 1st Semester

CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
CORE	[Psy 100 General Psychology]	3
CORE	[Area 2C Lit/Humanity]	3
CORE	[Hist 110 US History]	3
		<b>15</b>

##### 2nd Semester

CIS	Professional Elective (2A)	3
MM 300	Principles of Marketing	3
GB 321	Business Statistics I	3
GB 320	Business Communication (WI)	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
		<b>15</b>

#### Senior Year

##### 1st Semester

CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
CIS	Professional Elective (2B)	3
MM 350	Principles of Management	3
CORE	[Hist 120 US History]	3
		<b>15</b>

##### 2nd Semester

CIS 425	Database Management Systems II (WI)	3
GB 301	Legal Environment of Business I	3
MM 490	Career Portfolio Development	1
CORE	[Area 5A International]	3
CORE	[Area 2A Fine Art]	3
CORE	[Area 2B Literature]	3
		<b>16</b>

### Bachelor of Science in CIS and Bachelor of Science in Math – Computational Mathematics Option Major Code 5107

#### Freshman Year

##### 1st Semester

Course		Hours
CIS 110	Programming I	3
Math 150	Calculus I	5
CORE	[Psy 100 Gen Psychology]	3
CORE	[Eng 101 Eng Comp I (WI)]	3
Psy 120	College Orientation	1
		<b>15</b>

##### 2nd Semester

CIS 210	Programming II	3
Math 250	Calculus II	5
Phys 250	General Physics I	2
Phys 260	General Physics II	3
CORE	[Eng 102 Eng Comp II (WI)]	3
		<b>16</b>

#### Sophomore Year

##### 1st Semester

CIS 310	Database Management Systems I	3
CIS 315	Computer Networks	3
Math 260	Calculus III	5
Chem 101	General Chemistry I	5
		<b>16</b>

##### 2nd Semester

CIS 302	Information Systems I	3
CIS 350	Data Structures	3
Math 300	Fund of Math Thought	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
CORE	[Area 2A Fine Art]	3
		<b>15</b>

#### Junior Year

##### 1st Semester

CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
Math 361	Probability and Statistics I	3
Math 371	Introduction to Operation Research (WI)	3
CORE	[Comm 100 Oral Communication]	3
		<b>15</b>

##### 2nd Semester

Math 350	Introduction to Numerical Analysis	3
CORE	[Bio 101 General Biology]	4
CORE	[Area 5A International]	3
CORE	[PSc 120 Gov't: US/St/Loc]	3
General Elective		3
		<b>16</b>

**Senior Year**

**1st Semester**

CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
Math 351	Linear Algebra	3
CORE	[Econ 180 American Econ System]	3
CORE	[Hist 110 US History]	3
General Elective		1
		<b>16</b>

**2nd Semester**

CIS 425	Database Management Systems II (WI)	3
Math Elective (Numbered above 320)		3
CORE	[Hist 120 US History]	3
CORE	[Area 2B Literature]	3
CORE	[Area 2C Lit/Humanity]	3
		<b>15</b>

**Bachelor of Science in CIS and Bachelor of Science in Biology – Bioinformatics Option**

Major Code 5111

**Freshman Year**

**1st Semester**

Course		Hours
CIS 110	Programming I	3
Math 140	College Algebra & Trigonometry	5
Bio 101	General Biology	4
CORE	[Eng 101 Eng Comp I (WI)]	3
Psy 120	College Orientation	1
		<b>16</b>

**2nd Semester**

CIS 210	Programming II	3
Bio 231	General & Medical Microbiology	5
Chem 100	Introductory Chemistry	5
CORE	[Eng 102 Eng Comp II (WI)]	3
		<b>16</b>

**Sophomore Year**

**1st Semester**

CIS 310	Database Management Systems I	3
Bio 210	Molecular Biology (WI)	4
Phys 151	Elem College Physics	5
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Kine 101 Physical Activity]	1
		<b>15</b>

**2nd Semester**

CIS 302	Information Systems I	3
CIS 350	Data Structures	3
Bio 305	Genetics (WI)	4
CORE	[Hist 110 US History]	3
CORE	[Area 2A Fine Art]	3
		<b>16</b>

**Junior Year**

**1st Semester**

CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
Bio 290	Research & Statistical Methods (WI)	3
Bio	Upper Division Elective	4
CORE	[Area 2C Lit/Humanity]	3
		<b>16</b>

**2nd Semester**

CIS 315	Computer Networks	3
Bio	Upper Division Elective	4
CORE	[Comm 100 Oral Communication]	3
CORE	[Econ 180 American Econ System]	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
		<b>16</b>

**Senior Year**

**1st Semester**

CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
Bio	Upper Division Elective	4
CORE	[Hist 120 US History]	3
CORE	[Area 5A International]	3
		<b>16</b>

**2nd Semester**

CIS 425	Database Management Systems II (WI)	3
Bio 405	Bioinformatics	3
Bio	Upper Division Elective	1
CORE	[Area 2B Literature]	3
CORE	[Psy 100 Gen Psychology]	3
		<b>13</b>

**Bachelor of Science in CIS and Bachelor of Science in Criminal Justice Administration – Computer Forensics Option**

Major Code 5112

**Freshman Year**

**1st Semester**

Course		Hours
CIS 110	Programming I	3
LE 200	Criminal Investigation I	3
Math 130	College Algebra	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Kine 103 Lifetime Wellness]	2
Psy 120	College Orientation	1
		<b>15</b>

**2nd Semester**

CIS 210	Programming II	3
LE 210	Criminal Procedure	3
CORE	[Econ 180 American Econ System]	3
CORE	[Eng 102 Eng Comp II (WI)]	3
CORE	[Bio 101 Gen Biology]	4
		<b>16</b>

**Sophomore Year**

**1st Semester**

CIS 310	Database Management Systems I	3
CIS 315	Computer Networks	3
LE 250	Criminal Law	3
LE 280	Interview & Report Writing (WI)	3
CORE	[Phys 100 Phys Sci]	5
		<b>17</b>

**2nd Semester**

CIS 302	Information Systems I	3
CIS 350	Data Structures	3
CJAd 300	Criminal Investigation II (WI)	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Comm 100 Oral Communication]	3
General Elective		3
		<b>16</b>

## 224 / Computer Information Science

### Junior Year

#### 1st Semester

CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
CJAd 330	Asset Protection	3
CORE	[Area 2C Lit/Humanity]	3
CORE	[Hist 110 US History]	3
		<b>15</b>

#### 2nd Semester

CIS 440	Computer Forensics	3
CJAd	Upper Division Elective	3
CJAd	Upper Division Elective	3
CORE	[Area 2B Literature]	3
CORE	[Psy 100 Gen Psychology]	3
		<b>15</b>

### Senior Year

#### 1st Semester

CIS 450	Operating Systems (WI)	3
CJAd	Upper Division Elective	3
CORE	[Area 5A International]	3
CORE	[Hist 120 US History]	3
General Elective		3
		<b>15</b>

#### 2nd Semester

CIS 425	Database Management Systems II (WI)	3
CJAd	Upper Division Elective	3
CJAd	Upper Division Elective	3
CORE	[Area 2A Fine Art]	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
		<b>15</b>

### Bachelor of Science in CIS and Associate of Science in CADD – Computer Technology Option

Major Code 5108

#### Freshman Year

##### 1st Semester

Course		Hours
CIS 110	Programming I	3
CADD 110	Eng Graphics I	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Kine 101 Physical Activity]	1
Psy 120	College Orientation	1
		<b>14</b>

##### 2nd Semester

CIS 210	Programming II	3
CADD 115	Introduction to CADD	3
CAMT 100	Introduction to Machine Tool Processes	3
CORE	[Eng 102 Eng Comp II (WI)]	3
CORE	[Bio 101 General Biology]	4
		<b>16</b>

#### Sophomore Year

##### 1st Semester

CIS 310	Database Management Systems I	3
CADD 120	Descriptive Geometry	3
CADD 130	English Graphics II	3
CORE	[Kine 103 Lifetime Wellness]	2
General Elective		3
		<b>14</b>

##### 2nd Semester

CIS 302	Information Systems I	3
CIS 350	Data Structures	3
Math 150	Calculus I	5
CORE	[Area 2A Fine Art]	3
		<b>14</b>

##### Summer

CADD 210	Technical Illustration	3
		<b>3</b>

### Junior Year

#### 1st Semester

CIS 345	UNIX System Administration	3
CIS 410	Information Systems II (WI)	3
CADD 204	Industrial Statics	3
CAMT 150	Materials and Processes	3
CORE	[Area 2C Eng 305]	3
		<b>15</b>

##### 2nd Semester

CIS 315	Computer Networks	3
CADD 260	Computer Aided Drafting	3
CORE	[Phys 100 Fund of Phys Sci]	5
CORE	[Hist 110 US Hist]	3
Math 310	Elementary Statistics	3
		<b>17</b>

### Senior Year

#### 1st Semester

CIS 435	Data Mining	3
CIS 450	Operating Systems (WI)	3
CADD 230	Elementary Surveying	3
CORE	[Eng 102 Eng Comp II (WI)]	3
CORE	[Area 2B Literature]	3
		<b>15</b>

##### 2nd Semester

CIS 425	Database Management Systems II (WI)	3
CORE	[Psy 100 Gen Psychology]	3
CORE	[Area 5A Upper Division]	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
CORE	[Hist 320 US History]	3
General Elective	(Upper Division)	1
		<b>16</b>

### Associate of Science in CIS

#### Network Systems Administration Option

Major Code 5102

#### Freshman Year

##### 1st Semester

Course		Hours
CIS 110	Programming I	3
Math 130	College Algebra	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Comm 100 Oral Communication]	3
CORE	[Area 4A US History]	3
Psy 120	College Orientation	1
		<b>16</b>

##### 2nd Semester

CIS 210	Programming II	3
CIS 315	Computer Networks	3
CORE	[Area 2A Hum/Fine Art]	3
CORE	[Phys 100 or Bio 101]	4-5
General Elective		3
		<b>16-17</b>

**Sophomore Year**

**1st Semester**

CIS 320	NetWare LAN Administration	3
CIS 345	UNIX System Administration	3
CIS 370	Programming with Java	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
CORE	[Area 4C]	3
		<b>15</b>

**2nd Semester**

CIS 310	Database Management Systems I	3
CIS 325	Windows LAN Administration	3
CIS 355	Enterprise Network Administration	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
General Elective		4-5
		<b>16-17</b>

**Associate of Science in CIS  
Information Systems Option**

Major Code 5103

**Freshman Year**

**1st Semester**

Course		Hours
CIS 110	Programming I	3
Math 130	College Algebra	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Area 4C]	3
CORE	[Comm 100 Oral Communication]	3
Psy 120	College Orientation	1
		<b>16</b>

**2nd Semester**

CIS 210	Programming II	3
CIS 302	Information Systems I	3
Acct 201	Principles of Accounting I	3
CORE	[PSc 120 Gov't:US/St/Loc]	3
CORE	[Phys 100 or Bio 101]	4-5
		<b>16-17</b>

**Sophomore Year**

**1st Semester**

CIS 230	RPG	
OR		
CIS 234	COBOL	3
CIS 370	Prog with Java	3
CIS 310	Database Management Systems I	3
CIS 410	Information Systems II (WI)	3
Acct 202	Principles of Accounting II	3
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

**2nd Semester**

CIS 321	Advanced RPG	
OR		
CIS 334	Advanced COBOL	3
CIS 425	Database Management Systems II (WI)	3
CORE	[Area 4A US History]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Area 2A Hum/Fine Art]	3
General Elective		1-2
		<b>15-16</b>

**Associate of Science in CIS**

**Website Administration Option**

Major Code 5104

**Freshman Year**

**1st Semester**

Course		Hours
CIS 110	Programming I	3
Math 130	College Algebra	3
CORE	[Area 4A US History]	3
CORE	[Eng 101 Eng Comp I (WI)]	3
CORE	[Comm 100 Oral Communication]	3
Psy 120	College Orientation	1
		<b>16</b>

**2nd Semester**

CIS 210	Programming II	3
CIS 308	Website Administration I	3
CIS 315	Computer Networks	3
CORE	[Phys 100 or Bio 101]	4-5
CORE	[Area 2A Hum/Fine Art]	3
		<b>16-17</b>

**Sophomore Year**

**1st Semester**

CIS 340	Website Administration II	3
CIS 345	UNIX System Administration	3
CIS 370	Programming in Java	3
CORE	[Area 4C]	3
General Elective		3
		<b>15</b>

**2nd Semester**

CIS 310	Database Management Systems I	3
CIS 325	Windows LAN Administration	3
CORE	[Kine 101 Physical Activity]	1
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[PSc 120 Gov't:US/St/Loc]	3
General Electives		4-5
		<b>16-17</b>

**For additional information contact:**

Dr. Jack L. Oakes

Office: Matthews Hall 223E

Phone: 417.625.9683

Email: oakes-j@mssu.edu

## **Course Descriptions**

**CIS 101 (F, S)** *Introduction to the Internet* 3 hrs. cr.

**Internet Computing: Getting Connected**

Introduces the student to the effective use of the various resources of the Internet. Topics will include hardware requirements, software setup, browsing, searching, publishing, sharing, and communicating. The course will consider the social issues of using the Internet in a safe and ethically responsible way. The student will develop and post personal web pages. Prerequisite: A basic background in using Windows.

CIS 105 (F, S) 3 hrs. cr.

**Introduction to Microcomputer Use**

Instruction in the fundamental use of microcomputers through packaged software and operating systems. The student is introduced to word processing, spreadsheets, and presentation tools to aid in productivity and to develop a degree of confidence in the use of microcomputers.

CIS 110 (F, S) 3 hrs. cr.

**Programming I**

Introduces programming in a personal computer based environment. The student will learn the fundamentals of PC hardware, operating systems, and programming. Special emphasis is placed on proper program style, including modularity and structured design. The language of implementation is C++. Corequisite: Math 130 or above.

CIS 210 (F, S) 3 hrs. cr.

**Programming II**

Continued development of the programming and problem solving skills introduced in CIS 110. Structured programming and the object-oriented paradigm are emphasized. Includes an in-depth coverage of pointers, strings, arrays, structures, and files. Introduces linked lists, stacks, and queues. The language of implementation is C++. Prerequisite: CIS 110 with a grade of "C" or above.

CIS 230 (S) 3 hrs. cr.

**Programming with RPG**

Introduces the programming language RPG in an OS/400 environment. Includes language syntax and practice in preparing, compiling, and executing applications of increasing complexity. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 234 (F) 3 hrs. cr.

**Programming with COBOL**

Methods and techniques for solving business related problems using the business oriented language COBOL. Applications may include payroll processing, inventory control, billing systems. Syntax of the language, report production using both sequential and indexed files, and structured methodologies are major topics. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 298 (Demand) 1-3 hrs. cr.

**Topics in Computer Information Science**

Addresses emerging topics in computer science and management information systems. Each offering will be on a subject not normally included in another course. Prerequisites may be specified in each course syllabus.

CIS 302 (S) 3 hrs. cr.

**Information Systems I**

Introduces students to the art of solving business problems with information. Develops an understanding of an organization's information requirements, and how information systems facilitate the management of the enterprise. Emphasizes the student's ability to clarify problem statements and define specific objectives while introducing standard systems analysis methodologies. Prerequisite: none.

CIS 305 (F, S) 3 hrs. cr.

**Microcomputer Applications**

Provides an overview of the most common environment and software tools for the serious user of microcomputers. Hardware topics are included to allow the student to compare and select from system configurations according to their application's requirements. An introduction to the basic elements of an operating system and a graphic user interface is followed by intensive practice with the major components of an integrated software suite of applications: word process-

ing, spreadsheets, graphics, and presentation software. A variety of data communications topics are included from the use of a local area network through connections to a world-wide system. Prerequisite: CIS 105 (or higher) or MM237 or CADD 115 or consent of the department head.

CIS 308 (S) 3 hrs. cr.

**Website Administration I**

Provides an introduction to the administration of a World Wide Web site. Includes Internet concepts, design strategies, graphic and multimedia construction, legal and ethical implications, dynamic HTML, and client side scripting. Prerequisite: CIS 110 with a grade of "C" or above.

CIS 310 (F, S) 3 hrs. cr.

**Database Management Systems I**

Introduces the fundamentals of database management, relational database management systems, and programming for GUI. Database topics covered include entities, attributes, relationships, transactions, queries, and integrity rules. Server side database concepts are illustrated with MS Access. The client side user interface and business logic is implemented in Visual Basic. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 315 (F,S) 3 hrs. cr.

**Computer Networks**

Introduces the hardware and software that are integrated to form a computer network. Topics include an in-depth look at TCP/IP, data communication hardware, public networks such as the Internet, and LAN and WAN network standards. Corequisite: CIS 110 or CIS 305 or CADD 115 or MM 237.

CIS 320 (F) 3 hrs. cr.

**NetWare LAN Administration**

Provides a thorough introduction to the design, installation, and management of Novell local area networks. Network configuration, security, backup, and recovery are major topics. User rights and privileges, file and device sharing, and printing are also covered. Prerequisite: CIS 315 with a grade of "C" or above.

CIS 321 (F) 3 hrs. cr.

**Advanced RPG**

Emphasizes on-line programming of business applications. Major topics include file creation and maintenance, structured methodologies, advanced features of RPG 4/ILE, IBM OS/400 environment, CL programming, Queries, DB2/400 and Internet application connectivity. Prerequisite: CIS 230 with a grade of "C" or above.

CIS 325 (S) 3 hrs. cr.

**Windows LAN Administration**

Provides a thorough introduction to the design, installation, and management of Microsoft Server local area networks. Network configuration, security, backup, and recovery are major topics. User rights and privileges, file and device sharing, and Web applications are also covered. Prerequisite: CIS 315 with a grade of "C" or above.

CIS 330 (Demand) 3 hrs. cr.

**Assembly Language**

Provides an introduction to low-level machine architecture and assembly language programming in the microcomputer. The topics include data representation, instruction set, program logic, and problem solving. In addition to the assembly, linking, and execution of programs; debugging, optimization, and interfacing to high-level languages will be practiced. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 334 (S) 3 hrs. cr.

**Advanced COBOL**

On-line programming and special considerations implicit in real-time business applications are studied. Creation and maintenance of indexed and sequential files and advanced features of COBOL are major topics. CICS and mainframe environments are introduced. Prerequisite: CIS 234 with a grade of "C" or above.

CIS 340 (F) 3 hrs. cr.

**Website Administration II**

Continued development of subjects related to the administration of a World Wide Web site. Emphasizes server-side programming issues. Particularly concerned with the creation and maintenance of a commercial site. Includes syntax and practice in ASP, CSS, CGI/Perl, VBScript, JavaScript, and XML. Prerequisite: CIS 308 and CIS 310, with a grade of "C" or above.

CIS 345 (F) 3 hrs. cr.

**UNIX System Administration**

Introduces the UNIX operating system. Topics covered include basic UNIX commands, system configuration, the file system, process control, shell programming, the network file system, CGI programming, and system security. Prerequisite: CIS 210 and CIS 315 with a grade of "C" or above.

CIS 350 (S) 3 hrs. cr.

**Data Structures**

Provides for the continued development of the student's knowledge of data structures and object-oriented programming. Includes an in-depth coverage of pointers, linked lists, stacks, queues, trees, and graphs. Special emphasis is placed on the coverage of algorithms that are designed to efficiently manipulate these structures and techniques for selecting the most appropriate data structures for a given application. The language of implementation is C++. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 355 (S) 3 hrs. cr.

**Enterprise Network Administration**

Covers enterprise inter-networking. Major topics include server and workstation platforms, network operating systems and clients, client/server computing, interconnecting LANs, routing, firewalls and security, performance analysis, communication hardware, and troubleshooting of hardware components. Prerequisite: CIS 315 and CIS 345 with a grade of "C" or above. Corequisite: CIS 320 or CIS 325.

CIS 360 (Demand) 3 hrs. cr.

**Computer Graphics**

Introduces interactive computer graphics programming including windowing, clipping, two and three dimensional transformations, perspective projections, curved surface modeling, light, and color. The functional capabilities of computer graphics systems and their applications will be covered. Prerequisite: Math 150 and CIS 210, with a grade of "C" or above.

CIS 370 (F) 3 hrs. cr.

**Programming with Java**

Introduces the student to the Java programming platform. Applications and problems considered include in-depth object oriented design strategies, graphical user interfaces, exception handling, Internet programming, and multimedia. Prerequisite: CIS 210 with a grade of "C" or above.

CIS 380 (S) 3 hrs. cr.

**Windows Programming with Microsoft Foundation Classes**

Introduces the student to the process of developing Windows programs using the Microsoft Foundation Classes. Topics covered

include implementing window elements such as menus, dialog boxes, toolbars, scroll bars, status bars, and tab controls. In addition, techniques for programming graphics applications, thread-based multi-tasking applications, and database management applications will be covered. A thorough knowledge of object-oriented programming with C++ is assumed. Prerequisite: CIS 210 with a grade of C or above.

CIS 401 (F, S) 1-3 hrs. cr.

**Internship in Computer Information Science**

A limited number of computer information science students may serve an internship of 15 to 20 hours per week for up to 16 weeks. Credit hours will be arranged through the coordinator of the internship program. The intern will work for a local-cooperating firm in a production data processing environment gaining valuable experience in programming and/or systems analysis and design. The on-site work will be supervised by a professional employee of the firm and overseen by an MSSU faculty member. Prerequisite: Upper division standing, department head approval, and an overall GPA of 3.0.

CIS 410 (F) 3 hrs. cr.

**Information Systems II**

(Writing Intensive)

Continued development of the ability to analyze and design computer-based information systems. Includes coverage of analysis and design methodologies, computer-aided software engineering tools, and project management techniques. Topics are illustrated with in-depth case studies. Emphasizes teamwork. Prerequisite: CIS 302 with a grade of "C" or above.

CIS 425 (S) 3 hrs. cr.

**Database Management Systems II**

(Writing Intensive)

Includes a survey of database management theories with experience in the application of database technology. An emphasis will be placed on the relational model. Functions of database management systems, data modeling, and database systems design and implementation in a client/server environment are stressed through case studies. Prerequisite: CIS 310 and CIS 410, with a grade of "C" or above.

CIS 430 (Demand) 3 hrs. cr.

**Introduction to Artificial Intelligence**

Introduces the process of developing intelligent computer software. Topics covered include knowledge abstraction and representation, heuristic search techniques, game playing, expert systems, and meta-programming. Prerequisite: CIS 350 with a grade of "C" or above.

CIS 435 (F) 3 hrs. cr.

**Data Mining**

Introduces data warehousing and data mining. The former being a standard approach to archiving summary data for analysis; the latter being techniques of analysis intended to discover subtle and unexpected relationships in the historical data, for use in design, marketing, research, and engineering. Topics include concepts, principles, and architectures, and the design and implementation of Data Mining applications. Prerequisite: CIS 310 and (GB 321 or Math 310 or Math 361 or Bio 290) with a grade of C or above.

CIS 440 (S) 3 hrs. cr.

**Computer Forensics**

Introduces the basics of computer forensics. Topics covered include backups and data recovery, hard drive imaging and forensic analysis of recovered data, data hiding and encryption techniques, reconstruction of past events, techniques used to compromise and safeguard computers, surveillance tools, analysis of data, and collection and preservation of electronic evidence. Students will be introduced to forensic techniques and available electronic tools for forensic analysis. A basic knowledge of networks and UNIX/Linux, as well as a thorough knowledge of Windows is assumed. Prerequisite: CIS 315 and CIS 345 with a grade of C or above.

CIS 450 (F)

### Operating Systems

Fundamental concepts of operating system design. Emphasis is placed on identifying the problems an operating system must solve and considering the range of alternative solutions that may be implemented. Topics include process management, memory management, processor management, auxiliary storage management, and security. The Linux operating system is highlighted. Prerequisite: CIS 350 with a grade of "C" or above. Corequisite: CIS 345.

3 hrs. cr.

(Writing Intensive)

CIS 498 (Demand)

### Advanced Topics in Computer Information Science

Addresses emerging topics in computer science and management information systems. Each offering will be on a subject not normally included in another course. Prerequisite: May be specified in each course syllabus.

1-3 hrs. cr.

CIS 499 (Demand)

### Independent Study

The adviser, with approval of the department head, structures an independent study course. Prerequisite: Upper division standing with an overall GPA of 3.0 or above. The adviser, the department head, and the dean of the school must approve registration in the course.

1-3 hrs. cr.

## CRIMINAL JUSTICE ADMINISTRATION

Justice Center 109, 417.625.9302

**Faculty** Wolf - Head, Hulderman, Scott, Spencer, Spurlin, Thomason

"Justice Through Education" is the motto of the Criminal Justice Administration Department at Missouri Southern State University. The Criminal Justice Administration program offers academic instruction coupled with "real world" practical training for students pursuing careers as criminal justice professionals. The Criminal Justice program provides a varied and flexible curriculum, small classes, faculty who provide individual academic attention, international educational opportunities and a unique learning environment.

The Criminal Justice Administration Department offers two degrees, the Bachelor of Science in Criminal Justice Administration and the Associate of Science in Law Enforcement. Additionally, the Department offers four minors: CSI-Crime Scene Investigation, Criminal Justice Administration, Corrections, and Juvenile Justice.

The Criminal Justice Administration program offers a varied curriculum to meet the needs of a diverse student body. The program prepares students for a wide variety of careers as criminal justice professionals as well as for graduate programs in law, criminal justice and other related fields. The Criminal Justice program prepares students for careers in traditional fields such as law enforcement, juvenile justice, corrections, probation and parole, and private or industrial secu-

urity. The program also prepares students for investigative positions with federal agencies, state and local agencies, insurance companies and other private enterprises. In addition, a Criminal Justice Administration degree will prepare students for the many new opportunities in the areas of safety and security.

The Criminal Justice Department offers a flexible curriculum to serve the needs of the student body. In addition to day, evening, and weekend courses, students can obtain the Bachelor of Science degree and the Associate of Science degree over the Internet. The many hybrid courses combine the benefits of the classroom experience with the flexibility of the Internet courses by meeting on campus weekly, monthly, or at other intervals, but conducting much of the course via the Internet. The Department offers criminal justice professionals who have experience in the field university credit for work experience through the portfolio process. The Department also recommends that all students participate in the internship program, where students receive university credit for working side by side with practicing criminal justice professionals.

The small classes, current technology, and experienced faculty provide for a unique learning environment. Our faculty members are attentive to student needs and strive to prepare students for challenging criminal justice careers. They have over 100 years of combined practical experience in criminal justice fields, including experience as law enforcement officers, juvenile officers, assistant prosecutors, legal advisers, criminal investigators, child abuse investigators, and security administrators.

The Criminal Justice Department emphasizes the international mission and provides students with opportunities to study and travel abroad to view firsthand other criminal justice systems around the globe. Our faculty and students have explored the justice systems in England, France, Australia, New Zealand, Morocco, Italy, Israel, Spain, and Costa Rica. In the first six years since the international mission was implemented, more than 250 criminal justice students have studied abroad.

The state-of-the-art Mills Anderson Justice Center is the busy home of the Criminal Justice Administration Department at Missouri Southern State University. The facility features a modern indoor "live-fire" firearms range and two computerized shooting systems. The auditorium provides a forum for lectures and meetings as well as for advanced training seminars for practicing criminal justice professionals. These seminars are taught by nationally recognized criminal justice professionals, allowing students to learn from the experts and mingle with potential employers.

The Criminal Justice Department at Missouri Southern State University also operates the 600-hour Basic Law Enforcement Training Academy. (See Law Enforcement, page 237.)

The Criminal Justice Administration degree will allow students to take advantage of the many traditional career opportunities

as well as the multitude of new opportunities in criminal justice, especially in the areas of homeland security and global security.

## Bachelor of Science in Criminal Justice Administration

	Semester Hours
<b>Core Requirements (p. 32)</b> .....	<b>51</b>
<b>Criminal Justice Requirements</b> .....	<b>24</b>
LE 100 Introduction to Criminal Justice .....	3
LE 210 Criminal Procedure .....	3
LE 250 Criminal Law .....	3
CJAd 275 The Juvenile Justice System .....	3
LE 280 Interview and Report Writing* (WI) .....	3
LE 232 Ethics In Criminal Justice .....	3
CJAd 330 Asset Protection .....	3
Select one from the following:	
CJAd 320 Probation and Parole .....	3
CJAd 412 Correctional Practices* (WI) .....	3

The student must also select a minimum of 23 credit hours from the following list of major course electives: (Students may not count classes that were selected in the above area.)

LE 180	Basic Law Enforcement Academy*#	13
LE 181	Basic Law Enforcement Academy II*#	13
LE 190	First Responder	2
LE 200	Criminal Investigation I	3
LE 225	Patrol Procedures	3
LE 230	Community Policing	3
LE 260	Legal & Technical Aspects of Firearms	3
LE 290	Police Supervision & Management	3
LE 298	Topics in Law Enforcement*	1-8
CJAd 210	Basic Photography	3
CJAd 300	Criminal Investigation II* (WI)	3
CJAd 301	International Justice Systems	3
CJAd 310	Traffic Accident Investigation & Control	3
CJAd 320	Probation and Parole*	3
CJAd 350	Fish/Game Enforcement	3
CJAd 360	Professional Development	2
CJAd 370	International Terrorism (WI)	3
CJAd 390	Crime Analysis	3
CJAd 400	Homicide Investigation	3
CJAd 410	Juvenile Procedures	3
CJAd 411	Juvenile Corrections* (WI)	3
CJAd 412	Correctional Practices* (WI)	3
CJAd 430	Family Violence	3
CJAd 440	Victims & the Criminal Justice System	3
CJAd 450	Criminal Evidence*	3
CJAd 460	Cultural Diversity	3
CJAd 490	Internship in Criminal Justice Administration*	4-8
CJAd 498	Advanced Topics in Criminal Justice*	1-3
CJAd 499	Independent Study*	1-3

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\*See course descriptions and university requirements for pre-requisites.

#Only 13 hours of the Basic Law Enforcement Academy will be applied to the 23 hour elective requirement.

General electives selected with adviser approval must include sufficient upper division courses (courses numbered at the 300 or 400 level) to complete university requirements for a minimum 40 upper-division hours. A minor is highly recommended.

<b>Electives</b> .....	<b>26</b>
<b>Total</b> .....	<b>124</b>

## Suggested Order of Study

### Bachelor of Science Degree

Major Code 2105

### Criminal Justice Administration Major

Freshman Year		
1st Semester		
Course		Hours
LE 100	Introduction to Criminal Justice	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Eng 101 Comp I]	3
Computer Literacy Requirement		3
CORE	[Comm 100 Oral Communication]	3
CORE	[Psy 120 College Orientation]	1
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

2nd Semester		
LE 275	The Juvenile Justice System	3
CORE	[Eng 102 Comp]	3
LE 232	Ethics in Criminal Justice	3
Math	Contemporary Math or higher	3
CORE	[Bio 101 General Biology]	4
		<b>16</b>

### Sophomore Year

1st Semester		
LE 250	Criminal Law	3
CORE	[Hist 110 U.S. History]	3
CORE	[Phys 100 Fund of Phys Sci]	5
LE 280	Interview and Report Writing	3
CJAd	Required Course	3
		<b>17</b>

2nd Semester		
LE 210	Criminal Procedure	3
CJAd	Required Course	3
Psy 100	[General Psychology]	3
CORE	[Econ 180 American Econ System]	3
CORE	[Literature]	3
		<b>15</b>

### Junior Year

1st Semester		
CJAd	Elective	3
CORE	Elective [International Study]	3
Elective	[A minor is suggested]	3
CORE	[PSc 120 Gov't: U.S/Sta/Loc]	3
CORE	[Elective-Fine Art]	3
		<b>15</b>

2nd Semester		
CJAd	Elective	3
CORE	[Fine Art]	3
Elective	[A minor is suggested]	3

## 230 / Criminal Justice

CORE	[Hist 120 U.S. History]	3
Elective	[A minor is suggested]	3
		15

### Senior Year

1st Semester		
CJAd	Elective	3
CJAd	Elective	3
CJAd	Elective	3
Elective	[A minor is suggested]	3
Elective	[A minor is suggested]	3
		15

2nd Semester		
CJAd	Elective	3
CJAd	Elective	3
CJAd	Elective	3
Elective	[A minor is suggested]	3
Elective	[A minor is suggested]	3
		15

[Department Recommendations]  
All electives must be approved by a CJAd adviser prior to enrollment.

### For additional information contact:

Criminal Justice Administration Department  
Dr. C. Blake Wolf  
Office: Justice Center 109  
Phone: 417.625.9302  
Email: wolf-b@mssu.edu

## CSI-Crime Scene Investigation

Justice Center 109, 417.625.9302

**Faculty** Wolf - Head, Hulderman, Spencer

A minor in CSI-Crime Scene Investigation is designed to prepare students who are seeking careers utilizing crime scene investigation techniques and crime scene analysis. The minor provides students with the necessary skills to accurately investigate and process crime scenes, which include legal aspects, police response, photography, diagramming, and collecting physical evidence. Writing reports and presenting courtroom testimony are additional skills that will be developed.

Students pursuing this minor may seek employment with investigative agencies on the federal, state, and local levels.

A minor in CSI-Crime Scene Investigation consists of 24 credit hours. Students must have a faculty adviser for a minor in CSI-Crime Scene Investigation.

### Minor in CSI-Crime Scene Investigation

Semester Hours

LE 200	Criminal Investigation I	3
LE 210	Criminal Procedure	3
LE 250	Criminal Law	3
LE 280	Interview and Report Writing (WI)	3
CJAd 300	Criminal Investigation II (WI)	3
CJAd 390	Crime Analysis	3
CJAd 400	Homicide Investigation	3
CJAd 450	Criminal Evidence	3

### For additional information contact:

Criminal Justice Administration Department  
Dr. C. Blake Wolf  
Office: Justice Center 109  
Phone: 417.625.9302  
Email: wolf-b@mssu.edu

## Minor in Criminal Justice Administration

The minor consists of 21 hours of course work which includes: LE 100 Introduction to Criminal Justice, LE 210 Criminal Procedure, LE 250 Criminal Law, and 12 additional hours of LE or CJAd courses, nine of which must be upper division.

### For additional information contact:

Criminal Justice Administration Department  
Dr. C. Blake Wolf  
Office: Justice Center 109  
Phone: 417.625.9302  
Email: wolf-b@mssu.edu

## Corrections

Justice Center 109, 417.625.9302

**Faculty** Wolf - Head, Spencer, Spurlin

A minor in Corrections is designed to prepare students who are seeking careers in the field of adult or juvenile corrections. Corrections offers students a variety of employment possibilities in local, state, and federal agencies. These employment opportunities include juvenile or adult probation and parole officer, pretrial or post-trial investigator, detention officer, corrections specialist, or corrections caseworker. Students majoring in criminal justice, psychology, sociology or other related fields who have a desire to work in the field of corrections will find this minor beneficial.

A minor in Corrections consists of 24 credit hours. Students must have a faculty adviser for a minor in Corrections.

### Minor in Corrections

Semester Hours

LE 210	Criminal Procedure	3
CJAd 320	Probation and Parole	3
CJAd 411	Juvenile Corrections	3
CJAd 412	Correctional Practices	3
Soc 351	Criminology	3
Soc 362	Deviant Behavior	3
Soc 391	Penology and Corrections	3
Psy 221	Psychology of Personal Adjustment	3

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### For additional information contact:

Criminal Justice Administration Department  
Dr. C. Blake Wolf  
Office: Justice Center 109  
Phone: 417.625.9302  
Email: wolf-b@mssu.edu

## Juvenile Justice

Justice Center 109, 417.625.9302

Faculty Wolf - Head, Scott, Spencer

A minor in Juvenile Justice is designed to prepare students who are seeking careers in the Juvenile Justice System. Adjudication and aftercare of the juvenile offender as well as child protection are the primary emphases of a minor in Juvenile Justice.

Students majoring in criminal justice, psychology, sociology or other related fields who have a desire to work in the Juvenile Justice System will find this minor beneficial. Juvenile officer, child abuse investigator, and group home counselor, are just a few of the employment options available to a graduate with a Juvenile Justice minor.

A minor in Juvenile Justice consists of 24 credit hours. Students must have a faculty adviser for a minor in Juvenile Justice.

### Minor in Juvenile Justice

	Semester Hours
LE 250 Criminal Law . . . . .	3
CJAd 275 Juvenile Justice System . . . . .	3
CJAd 320 Probation and Parole . . . . .	3
CJAd 410 Juvenile Procedures . . . . .	3
CJAd 411 Juvenile Corrections . . . . .	3
CJAD 430 Family Violence . . . . .	3
Soc 312 Juvenile Delinquency . . . . .	3
Select one from the following:	
Psy 300 Child Development . . . . .	3
Psy 301 Adolescent Development . . . . .	3

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#### For additional information contact:

Criminal Justice Administration Department  
Dr. C. Blake Wolf  
Office: Justice Center 109  
Phone: 417.625.9302  
Email: wolf-b@mssu.edu

## Course Descriptions

CJAd 210 (Demand) 3 hrs. cr.  
**Basic Photography**

Lecture and laboratory procedures for use of cameras, lenses, developing negatives and prints. No credit if LE 245 has been completed. Lab fee and additional lab time arranged.

CJAD 275 (F,S) 3 hrs. cr.  
**The Juvenile Justice System**

The Juvenile Justice System is a survey course that is designed to introduce the student to the organizations, processes, and actors that comprise the Juvenile Justice System. The course emphasizes the history of the juvenile justice system, the agency interactions and

interrelationships, the concepts of prevention and diversion, the development of juvenile gangs, the roles of criminal justice professionals, and the future of the Juvenile Justice System.

CJAd 298 (Demand) 1-8 hrs. cr.

### Topics in Criminal Justice Administration

Course content varies and is designed to meet current needs and interests in the rapidly changing field of criminal justice administration. Precise topics are announced with prerequisites stipulated in the course syllabus.

CJAd 300 (S) 3 hrs. cr.

### Criminal Investigation II

(Writing Intensive)

Major case investigative methods, sources of information, development of leads, methods applicable to organized crime and specific offenses.

CJAd 301 (Demand) 3 hrs. cr.

### International Justice Systems

A study of justice systems around the world, comparing them to America's justice system. Course considers the three important components of a justice system: police, courts, and corrections. Includes cultural differences of the countries studied as they relate to their justice systems.

CJAd 310 (Demand) 3 hrs. cr.

### Traffic Accident Investigation and Control

Theory and techniques for investigating and reducing occurrence of motor vehicle accidents. Includes collection and evaluation of physical evidence reporting.

CJAd 320 (Demand) 3 hrs. cr.

### Probation and Parole

Study of the entire system of probation and parole internationally, nationally, and locally. Prepares students for the state merit exam in probation and parole. Study of pre-sentence investigation methods, predicting parole behavior, supervisory practices, legal aspects, the use of amnesty, and pardons. Prerequisites: LE 100.

CJAd 330 (F,S) 3 hrs. cr.

### Asset Protection

Security techniques in loss prevention for retail business, industry, governmental protection, hotel and motel, hospital, school, transit systems, and utilities.

CJAd 350 (Demand) 3 hrs. cr.

### Fish and Game Enforcement

Problems and procedures encountered and used by conservation enforcement officers. Laws and enforcement procedures.

CJAd 360 (Demand) 2 hrs. cr.

### Professional Development

Development of employability and career skills will be emphasized focusing on tools necessary for employment: communication skills, corporate etiquette, business dress, adjusting to the corporate environment, and the professional image.

CJAD 370 (Demand) 3 hrs. cr.

### International Terrorism

(Writing Intensive)

International Terrorism examines the known facets of contemporary terrorism. Analyzes the laws and special forces/law enforcement agencies which nations within the international community have created to meet the challenge of international terrorism. Examines anticipated patterns of terrorism in the new century. Emphasis on legal and security measures designed to prevent terrorism.

## 232 / Criminal Justice, Dental Hygiene

### CJAd 390 (F) 3 hrs. cr. **Crime Analysis**

A study of the patterns of crime. The course will emphasize the analysis of crime patterns and criminal behavior. The course will consider the identification of evolving or existent crime patterns and series crime, the forecasting of future crime occurrences, and the initiation of target profile analysis.

### CJAd 400 (Demand) 3 hrs. cr. **Homicide Investigation**

Legal and criminalistic concepts and procedures for the medico-legal investigation of death due to natural, accidental, suicidal, or criminal cause.

### CJAd 410 (Demand) 3 hrs. cr. **Juvenile Procedures**

Examines the evolution of the juvenile justice system as well as current practice and procedure in juvenile and family courts. Focus on law, jurisdiction, constitutional requirements and court rules. Also considers topics such as juvenile gangs, child abuse and neglect, child custody, and status offenders.

### CJAd 411 (Demand) 3 hrs. cr. **Juvenile Corrections** *(Writing Intensive)*

Overview of the design and legal requirements of juvenile correctional institutions including an analysis of the juvenile interstate compact laws and management principles of juvenile correctional institutions.

### CJAd 412 (Demand) 3 hrs. cr. **Correctional Practices** *(Writing Intensive)*

History of corrections as it relates to correctional practices. In-depth study of the rights of the incarcerated inmate as well as the powers and duties of the correctional officer.

### CJAd 430 (Demand) 3 hrs. cr. **Family Violence**

Introduces the dynamics of family violence from the perspective of law enforcement. Examines the relationships between victims, offenders, and other family members. Focuses on these relationships and the challenge they pose to the criminal justice system.

### CJAd 440 (Demand) 3 hrs. cr. **Victims and the Criminal Justice System**

Introduces the study of victimization. Examines the relationship between victims and the criminal justice system.

### CJAd 450 (Demand) 3 hrs. cr. **Criminal Evidence**

Rules of evidence, admissibility, presumptions, inferences, burden of proof, and exceptions to the hearsay rule. Prerequisite: LE 210, LE 250, or permission.

### CJAd 460 (Demand) 3 hrs. cr. **Cultural Diversity**

Students seeking cross-cultural knowledge and sensitivity in criminal justice learn practical methods for dealing with diverse cultures, ethnic groups, and those who are physically, mentally, and emotionally challenged.

### CJAd 490 (F,S) 4-8 hrs. cr. **Internship in Criminal Justice**

Extensive practical experience with an area criminal justice agency, subject to individual committee approval. Not open to those who have taken LE 180. Prerequisite: Junior or senior standing, CJAd major, department approval, overall GPA 2.5, and a CJAd GPA 3.2.

### CJAd 498 (Demand) 1-3 hrs. cr. **Advanced Topics in Criminal Justice Administration**

A survey of current advances in the field. Precise topics to be announced. For upper division majors in CJAd or those who have completed the A.S. degree in law enforcement. Prerequisite: Permission of instructor.

### CJAd 499 (F,S) 1-3 hrs. cr. **Independent Study in Criminal Justice**

Individually directed study for advanced majors in area of criminal justice selected with adviser approval. Proposal must be approved by program director and school dean. Prerequisite: 3.5 GPA in major area or permission.

## DENTAL HYGIENE

Ummel Technology Building 102, 417-625-9709

**Faculty** Scorse DeTar - Head, Moore, Rogers, Strait, White

The dental hygienist is a dynamic health care professional who is the only member of the dental health team, other than the dentist, licensed to provide direct care to the patient. The diverse duties of the dental hygienist are rewarding and include oral prophylaxis (cleaning); exposing, processing and mounting radiographs; collecting and evaluating medical history information; performing head and neck examinations; periodontal assessment and therapy; applying agents for the prevention of decay; applying desensitizing and antimicrobial agents; and administering local anesthesia and nitrous oxide analgesia. The dental hygienist also acts as a dental health educator and is responsible for teaching patients prevention of dental disease and providing nutritional counseling.

Dental hygiene employment opportunities are numerous and vary greatly. They include general practice and specialty dental offices; federal, state, county and city health clinics; public schools; hospitals; long-term care facilities; dental schools; industrial clinics; the armed services; and research institutions. Missouri Southern offers an Associate of Science degree in Dental Hygiene. Upon satisfactory completion, graduates are eligible to take the National Board Examination and practical examinations required for licensure in Missouri and other states.

Admission to Missouri Southern does not automatically grant admission to the Dental Hygiene Program. In addition to meeting admission requirements for the University, candidates must apply for admission to the Department of Dental Hygiene. Applications are reviewed by the Selection Committee for Dental Hygiene. Applicants must submit the necessary information by January 31. Applicants must have an overall GPA of 2.75 to apply or a GPA of 2.50 with an ACT composite score of 25 or better.

Evidence of satisfactory completion of the following prerequisites with a "C" or better must be presented:

Bio 121 Human Anatomy & Physiology I  
Eng 101 English Composition

Math 030	Intermediate Algebra (or higher)
Chem 100	Introductory Chemistry
Bio 231	General & Medical Microbiology
Bio 221	Human Anatomy & Physiology II
Comm 100	Oral Communications
Kine 103	Lifetime Wellness

Enrollment is limited and applicants are admitted contingent upon a criminal record check, the completion of physical and dental examinations, and the rendering of an acceptable health status. Students are admitted to the Dental Hygiene Program only in the fall of each year.

Interested individuals are encouraged to contact the Dental Hygiene Department Head for more specific information regarding admissions criteria.

In addition to established fees for all college students, the following are minimum costs incurred by dental hygiene students: \$250 to \$1250 per semester for laboratory fees. Various expenses for transportation to off campus clinical sites and professional meetings will occur. In addition, approximately \$1000 for licensure exams, which will vary depending on state(s) in which license is desired.

The Associate of Science in Dental Hygiene requires a minimum of 89 credit hours, including the prerequisite courses. All courses in the Suggested Order of Study must be completed in the prescribed sequence. Course grades of "C" or above in dental hygiene and supporting science courses are necessary for retention in the dental hygiene program. (The successful dental hygiene applicants tend to be the ones who have completed the majority or all of the science and Core Curriculum courses with the exception of the dental hygiene courses.)

The program in Dental Hygiene is accredited by the Commission on Dental Accreditation [and has been granted the accreditation of "approval without reporting requirements"]. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at 312.440.4653 or at 211 East Chicago Avenue, Chicago IL 60611.

### Associate of Science Degree in Dental Hygiene

	Semester Hours
<b>Core Requirements (p. 33)</b> .....	<b>25</b>
<b>Dental Hygiene Requirements</b> .....	<b>64</b>
DH 101 Fundamentals of Dental Hygiene I	4
DH 102 Fundamentals of Dental Hygiene II*	4
DH 140 Dental Morphology	1
DH 150 Oral Histology and Embryology	3
DH 160 Dental Radiology	2
DH 190 Clinical Dental Hygiene I*	2
DH 300 Dental Health Education	3
DH 340 Perio-Pathology	4
DH 220 Dental Materials	3
DH 290 Clinical Dental Hygiene II* (WI)	5
DH 310 Nutrition	2

DH 320	Pharmacology	2
DH 330	Ethics and Community Dentistry*	3
DH 390	Clinical Dental Hygiene III*	5
Bio 231	Medical Microbiology*	5
Bio 240	Radiation Biology*	3
Bio 221	Human Physiology and Anatomy*	5
Chem 100	Introductory Chemistry*	5
Soc 110	Introduction to Sociology	3
Psy 100	General Psychology	3

\*See course descriptions for prerequisites.

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## Suggested Order of Study

### Associate of Science - over three years

Major Code 5203

#### Dental Hygiene Major

Fall Semester	Prerequisites	Hours
Bio 121	Human Anatomy/Physiology I	4
CORE	[Eng 101 Comp I]	3
Math 030	Inter Algebra (or higher)	3
Chem 100	Introductory Chemistry (w/lab)	5
		<b>15</b>

Spring Semester	Prerequisites	Hours
Bio 231	General & Medical Microbiology (w/lab)	5
Bio 221	Human Anatomy/Physiology II	5
CORE	[Comm 100 Oral Communication]	3
CORE	[Kine 103 Lifetime Wellness]	2
		<b>15</b>

Fall Semester	1st Year Dental Hygiene	Hours
DH 101	Fundamentals of Dental Hygiene I	4
DH 140	Dental Morphology	1
DH 150	Oral Histology & Embryology	3
Psy 100	General Psychology	3
CORE	[Kine 101 Physical Activity]	1
CORE	[PSc 120 or MO Const Test]*	3
		<b>12-15</b>

Spring Semester	1st Year Dental Hygiene	Hours
DH 102	Fundamentals of Dental Hygiene II	4
DH 160	Dental Radiology	2
DH 220	Dental Materials	3
DH 310	Nutrition	2
Bio 240	Radiation Biology	3
		<b>14</b>

Summer Session	1st Year Dental Hygiene	Hours
DH 190	Clinical Dental Hygiene I	2
DH 340	Perio-Pathology	4
		<b>6</b>

Fall Semester	2nd Year Dental Hygiene	Hours
DH 300	Dental Health Education	3
DH 290	Clinical Dental Hygiene II (WI)	5
DH 320	Pharmacology	2
CORE	[Hist 110 or 120]	3
		<b>13</b>

## 234 / Dental Hygiene

Spring Semester	<b>2nd Year Dental Hygiene</b>	
DH 330	Ethics & Community Dentistry	3
DH 390	Clinical Dental Hygiene III	5
CORE	[Humanities or Fine Arts]	3
Soc 110	Introduction to Sociology	3
		<b>14</b>

\*12 hours if Missouri Constitution Test is passed.  
[Department Recommendation]

### For additional information contact:

Sandra A. Scorse DeTar, D.D.S.  
Office: Technology Building 111-E  
Phone: 417.625.9709 / 417.625.9600 / 417.625.9711  
Email: scorse-s@mssu.edu

## Course Descriptions

DH 101 (F) 4 hrs. cr.

### Fundamentals of Dental Hygiene I

Introduction to fundamental theories, principles, and procedures necessary to provide dental hygiene services. Theories and principles are applied in clinical laboratory setting. Two hours lecture, 6 hours lab per week.

DH 102 (S) 4 hrs. cr.

### Fundamentals of Dental Hygiene II

Continuation of DH 101 with further enrichment of skills necessary to perform preventive oral health services. Theories and principles are applied in clinical laboratory setting. Two hours lecture, 6 hours lab per week. Prerequisites: DH 101 with minimum grade of "C" or instructor's permission.

DH 140 (F) 1 hr. cr.

### Dental Morphology

Detailed study of morphology of deciduous and permanent teeth in relation to fossal cusps, grooves, ridges, roots, and the relationship of form and function. Occlusion and malocclusion are studied according to their relationship to dental health. A self-instructional program supplemented by one hour lecture per week.

DH 150 (F) 3 hrs. cr.

### Oral Histology and Embryology

Study of the gross and microscopic development of the teeth, supportive structures of the teeth, and embryology and anatomy of head and neck region. Two hours lecture, three hours lab per week.

DH 160 (S) 2 hrs. cr.

### Dental Radiology

Theory and technique of exposing, developing, mounting, and care of dental radiographs. Interpretation of radiograph findings is discussed; principles of radiation safety are emphasized. One hour lecture, four hours lab per week.

DH 190 (Summer) 2 hrs. cr.

### Clinical Dental Hygiene I

Introduction to clinical practice of dental hygiene. Experience in providing patient services through performing oral prophylaxis, periodontal assessment, exposing and processing radiographs, presenting patient education, preventive applications, and charting the oral

cavity. Sixteen hours lab per week, one hour of lab will be used per week for content and organizational review of course. Prerequisite: DH 102 with minimum grade of "C" and CPR Certification course C.

DH 220 (S) 3 hrs. cr.

### Dental Materials

Information about various dental materials. Students learn to make alginate impressions, plaster models, and manipulate other materials. Required course for dental hygiene curriculum. Prerequisite: DH 101 Fundamentals of Dental Hygiene I with a "C" or above or instructor's permission. Two hours lecture, two hours lab per week.

DH 290 (F) 5 hrs. cr.

### Clinical Dental Hygiene

#### I/Local Anesthesia

(Writing Intensive)

Continuation of DH 190 with added responsibilities as skills develop. Lecture information on advanced dental hygiene techniques and techniques for local anesthesia and pain control. Practical experience in infiltration anesthesia during the laboratory session. Multicultural experience is gained through rotations in extended campus facilities. One hour lecture, 16 hours clinical lab per week. Prerequisites: DH 190 with minimum grade of "C" or instructor's permission.

DH 300 (F) 3 hrs. cr.

### Dental Health Education

Fundamentals of teaching and learning theories. Development of teaching units and lesson plans for various public groups and/or organizations, practical experience in public schools and community groups, and experience in providing dental health education to mentally and physically handicapped and geriatric patients. Three hours lecture per week.

DH 310 (S) 2 hrs. cr.

### Nutrition

Nutrition and diet as related to dental health, biochemistry of digestion, and the utilization of nutrients. Special emphasis on dietary analysis as part of total health care and the role of the dental hygienist in providing nutritional counseling. Two hours lecture per week.

DH 320 (F) 2 hrs. cr.

### Pharmacology

Principles of drug actions and characteristics of major drug groups including sources of drugs, methods of their administration, classification, dosage, therapeutic action, and drug interactions. Emphasis on drugs affecting oral health and drugs used in dentistry. Two hours lecture per week.

DH 330 (S) 3 hrs. cr.

### Ethics and Community Dentistry

Professional ethics and commitment, professional organizations, state practice acts, and practical consideration of methods and problems associated with operating and maintaining a dental practice. Definition and identification of the scope of public and dental public health. Consideration of philosophy; health legislation; federal, state, and local health programs; needs and demands for dental care; and mechanisms for financing dental care. Three hours lecture per week. Prerequisites: DH 200 with minimum grade of "C."

DH 340 (Summer) 4 hrs. cr.

### Perio-Pathology

Lecture periods are devoted to the study of oral pathological conditions, including etiology, degenerative process, inflammation and immunity. Etiology, assessment, treatment, and prevention of periodontal disease is stressed. Four hours lecture per week.

DH 390 (S) 5 hrs. cr.

**Clinical Dental Hygiene III**

Continuation of DH 290. Clinical experience in advanced clinical procedures and dental assisting procedures, including experience in extended campus facilities. Principles of four-handed dentistry in the lecture portion and discussion of the eight recognized dental specialties including their relationship to preventive dentistry. One hour lecture, 16 hours lab per week. Prerequisite: DH 290 with minimum grade of "C" or instructor's permission.

# HEALTH SCIENCE

Justice Center 126, 417.625.9328

**Faculty** Pippin, Schiska, Scorse, Strait, Wells

Health is widely acknowledged as a major growth industry, with employment opportunities forecast to continue their strong upward trends of recent years. Opportunities for advancement will be greatest for people with a baccalaureate degree.

Associate degree prepared health profession majors and clinicians in the field who desire a baccalaureate degree have limited options to fulfill their educational goals. Currently, the associate health profession majors actively pursuing a baccalaureate degree cannot utilize the upper division courses completed in the health curriculum toward a baccalaureate degree. Graduates and clinicians from the health professions continually inquire about baccalaureate degree options to meet their busy professional lives. The new Health Science degree is a specified course of study that would enhance a clinician's expertise and opportunities for advancement. The design of the Health Science curriculum is to prepare students for career paths in the health sector, including administration, management, and health promoters in educational or clinical settings in school, community, or public health environments.

Courses in the curriculum are offered on campus as well as web based. The demand for this degree will be great among current students, past graduates, and clinicians working in their field.

The Bachelor of Science degree in Health Sciences is granted to students who complete the required program of study. These requirements include the basic requirements for all Bachelor of Science degree programs, required science and other supportive courses in the health science areas of emphasis plus 18 hours of core identified for the health science major. The degree is designed with two options.

- **Option One:** Allows students who complete an Associate of Science in an allied health field to select a degree that will strengthen and utilize the associate curriculum within the Health Science degree.

- **Option Two:** Is available for students who do not have a health profession background but would like to pursue a Bachelor of Health Science degree. As a major in B.S. Health Science, students will undertake a course of study that blends three areas of emphasis that is comprised not only of the Health Science (18 hours) core requirements but includes courses in Business (21 hours) and the Life/Health Sciences (21-27 hours).

The courses in the curriculum are offered on campus as well as web based. The demand for this degree will be great among current students, past graduates, and clinicians currently working in the health industry. The following is the curriculum for the **Bachelor of Science Degree in Health Science**.

**Emphasis:**

- Dental Hygiene
- Radiology Technology
- Respiratory Therapy
- Business / Life-Health Science

**Emphasis – Dental Hygiene**

<b>Core Requirements (p. 32) 51*</b>	<b>39</b>
<b>Health Sciences</b>	<b>18</b>
Comm 305 Intercultural Communication (WI) *	
(Area 5A)	3
MM 350 Principles of Management (WI)	3
Phil 312 Biomedical Ethics	3
Psy 320 Applied Statistics for Behavioral & Natural Science	3
Bio 380 Epidemiology	
OR	
Bio 370 Environmental Health	3
HS 390 Health Care System	3
<b>Dental Hygiene Core Requirements</b>	<b>68</b>
Bio 231 General & Medical Microbiology	5
Bio 121 Anatomy & Physiology I * (Area 3A)	4
Bio 221 Anatomy & Physiology II	5
Chem 100 General Chemistry* (Area 3B)	5
Bio 240 Radiation Biology	3
Psy 100 General Psychology or Introduction to Sociology **	3
DH 101 Fundamental of Dental Hygiene	4
DH 102 Fundamental of Dental Hygiene II	4
DH 140 Dental Morphology	1
DH 150 Oral Histology and Embryology	3
DH 160 Dental Radiology	2
DH 300 Dental Health Education	3
DH 340 Periodontology & Pathology	4
DH 220 Dental Materials	3
DH 190 Clinical Dental Hygiene I	2
DH 290 Clinical Dental Hygiene II (WI)	5
DH 390 Clinical Dental Hygiene III	5
DH 310 Nutrition	2
DH 320 Pharmacology	2
DH 330 Ethics & Community Dentistry	3
(19 upper division in Dental Hygiene Core)	
<b>TOTAL</b>	<b>125</b>

\*Required course satisfies major requirements and Core requirements.

\*\* Both Sociology and Psychology are required. One course is built into the Core Curriculum and the other should be taken as a dental hygiene requirement.

\*\*\* Three hours of upper division electives needed after completion of the Dental Hygiene and Health Science Core.

## Emphasis – Radiology Technology

<b>Core Requirements (p. 32) 51*</b>	<b>44</b>
<b>Health Sciences</b>	<b>18</b>
Comm 305 Intercultural Communication (WI)*	
(Area 5A)	3
MM 350 Principles of Management (WI)	3
Phil 312 Biomedical Ethics	3
Psy 320 Applied Statistics for Behavioral and Natural Science	3
Bio 380 Epidemiology	
OR	
Bio 370 Environmental Health	3
HS 390 Health Care System	3
<b>Radiology Core Requirements</b>	<b>57</b>
Bio 121 Anatomy and Physiology I* (Area 3A)	4
Bio 221 Anatomy and Physiology II	5
Bio 240 Radiation Biology	3
Rad 101 Introduction to Radiology	3
Rad 110 Clinical Training I	2
Rad 111 Medical Term	3
Rad 132 Principles of Radiographic Exposure	3
Rad 142 Radiographic Positioning I	3
Rad 170 Radiologic Physics	3
Rad 210 Clinical Training II	3
Rad 241 Radiographic Positioning II	3
Rad 290 Clinical Training III	2
Rad 301 Film Critique & Quality Management	2
Rad 320 Radiographic Positioning III	3
Rad 350 Patient Care in Radiology	2
Rad 340 Clinical Training IV	3
Rad 360 Clinical Training V	3
Rad 370 Advanced Topics in Radiology (WI)	2
Rad 380 Clinical Training VI	2
Rad 399 Advanced Radiology	3
(20 upper division in Radiology Core)	
<b>Electives</b>	<b>5</b>
<b>TOTAL</b>	<b>124</b>

\* Required course satisfies major requirements and Core requirements.

## Emphasis - Respiratory Therapy

<b>Core Requirements (p. 32) 51*</b>	<b>44</b>
<b>Health Sciences</b>	<b>18</b>
Comm 305 Intercultural Communication (WI) *	
(Area 5A)	3
MM 350 Principles of Management (WI)	3
Phil 312 Biomedical Ethics	3

Psy 320 Applied Statistics for Behavioral and Natural Science	3
Bio 380 Epidemiology	
OR	
Bio 370 Environmental Health	3
HS 390 Health Care System	3
<b>Respiratory Requirements</b>	<b>61</b>
Bio 121 Anatomy and Physiology I* (Area 3A)	4
Resp 101 Respiratory Therapy Foundations	3
Resp 102 Cardiopulmonary Sciences	3
Resp 105 Cardiopulmonary Anatomy and Physiology	3
Resp 107 Respiratory Therapy Procedures	3
Resp 108 Respiratory Procedures Lab	3
Resp 120 Cardiopulmonary Pathology	3
Resp 125 Respiratory Therapy Clinical I	3
Resp 129 Cardiopulmonary Pharmacology	3
Resp 222 Introduction to Mechanical Vent	4
Resp 226 Cardiopulmonary Diagnostic	3
Resp 239 Respiratory Therapy Clinical II	5
Resp 311 Neonatal/Pediatric Care	3
Resp 307 Cardiopulmonary Assessment	6
Resp 312 Mechanical Ventilation	3
Resp 313 Alternate Site Respiratory Care (WI)	3
Resp 340 Advanced Level Clinical Practice	5
Resp 341 Research, Issues, Methods	1
(21 Upper Division Hours in Respiratory Core)	
<b>Elective Upper Division</b>	<b>1</b>
<b>TOTAL</b>	<b>124</b>

\* Required courses satisfy major requirements and Core requirements.

\*\*HS 490 Internship is optional for one hour upper division elective needed after completion of the Respiratory and Health Science Core.

## Emphasis – Business / Life-Health Science

<b>Core Requirements (p. 32) 51*</b>	<b>44</b>
<b>Health Sciences</b>	<b>18</b>
Comm 305 Intercultural Communication (WI)*	
(Area 5A)	3
MM 350 Principles of Management (WI)	3
Phil 312 Biomedical Ethics	3
Psy 320 Applied Statistics for Behavioral and Natural Science	3
Bio 380 Epidemiology	
OR	
Bio 370 Environmental Health	3
HS 390 Health Care System	3

<b>Health Science Business Emphasis Requirements Minor in General Business (p. 163) 21**</b>	<b>15</b>
Life/Health Science Requirements	20-23
Bio 121 Human Anatomy and Physiology I* (Area 3A)	4
AND	
Bio 221 Human Anatomy and Physiology II	5
OR	
Bio 101 General Biology* (Area 3A)	4

AND	
Bio 201	Human Anatomy ..... 4
AND	
Bio 301	Human Physiology ..... 4
Kine 385	Nutrition for Human Development ..... 3
Rad 111	Medical Terminology ..... 3
Chem 100	Introductory Chemistry ..... 5
<b>Electives</b>	<b>..... 17-23</b>
<b>Total</b>	<b>..... 124</b>

\*Required course satisfies major requirements and Core requirements.

\*\*MM 350 Principles of Management included in Health Science Core and Econ 202 Area 5C).

12-16 hours of upper division electives required after completing Core listed above.

**For additional information contact:**

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Phone: 417.625.9600  
Email: scorse-s@mssu.edu

## Course Descriptions

HS 390 ..... 3 hrs. cr.

### Health Care Systems

This course incorporates a discussion of the three major health care systems that have evolved in the United States, the impact of diseases on systems development, how financing has influenced the structure, and effect on access to care. Three lecture hours a week. Prerequisites: Econ 180, Psc 120, Psy 100, or Soc 110.

HS 499 (Demand) ..... 1-3 hrs. cr.

### Independent Study

Individually directed study for advanced majors in the areas of health science. The adviser with approval of the department head structures the independent study course. Prerequisite: Upper division standing with an overall GPA of 3.0 or above. The adviser, the department head, and the dean of the school must approve registration in the course.

*Other course descriptions for course requirements in the Health Science curriculum are listed in the School Arts and Sciences section under Biology, Communication, and Philosophy; School of Business, and School of Education under Psychology.*

## LAW ENFORCEMENT

Justice Center 109, 417.625.9302

**Faculty** Wolf - Head, Hulderman, Scott, Spencer, Spurlin, Thomason

The Associate of Science degree in Law Enforcement helps prepare students for entrance into police work, a field which has become highly specialized and complex at the local, state, and national levels. The University also offers the four-year Bachelor of Science degree in Criminal Justice Administration. See page 229.

### Associate of Science in Law Enforcement Option A

Major Code 5505

**Core Requirements (p. 33) ..... 25-26**

**Law Enforcement Requirements ..... 39**

#### Required Courses:

Computer Literacy Requirement	..... 3
LE 100	Introduction to Criminal Justice
	Administration ..... 3
LE 210	Criminal Procedure ..... 3
LE 225	Patrol Procedures ..... 3
LE 230	Community Policing ..... 3
LE 232	Ethics in Criminal Justice ..... 3
LE 250	Criminal Law ..... 3
LE 280	Interview & Report Writing (WI) ..... 3
LE290	Police Supervision & Management. .... 3
Electives	(adviser approved LE or CJAd electives) . 12

### Option B

(For Basic Law Enforcement Academy)

Major Code 5506

**Core Requirements (p. 33) ..... 25-26**

**Law Enforcement Requirements ..... 39**

#### Required Courses:

Computer Literacy Requirement	..... 3
LE 100	Introduction to Criminal Justice ..... 3
LE 250	Criminal Law ..... 3
LE 180	Basic Law Enforcement Academy .... 13
LE 181	Basic Law Enforcement Academy II... 13

#### Select 4 hours from the list below:

LE 200	Criminal Investigation I ..... 3
LE 210	Criminal Procedure ..... 3
LE 225	Patrol Procedures ..... 3
LE 230	Community Policing ..... 3
LE 290	Police Supervision & Management. .... 3
LE 298	Topics in Law Enforcement ..... 1-3

## Suggested Order of Study

### Associate of Science Degree

Major Code 5505 (Option A)

#### Law Enforcement Major

#### Freshman Year

1st Semester		Hours
Course		
CORE	[Eng 101 Comp I]	3
CORE	[Math]	3
CIS 105	Introduction to Microcomputer Use	3
LE 100	Introduction to Criminal Justice	3
CORE	[Psy 120 College Orient]	1
CORE	[Kine 101 Physical Activity]	1
		<b>16</b>

#### 2nd Semester

LE 232	Ethics	3
CORE	[Bio 101 or Phys 100]	4-5
CORE	[Social/Behavior Science]	3
LE 280	Interview & Report Writing (WI)	3
LE 210	Criminal Procedure	3
		<b>16-17</b>

#### Sophomore Year

1st Semester		Hours
CORE	[Comm 100 Oral Communication]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Hist 110 or 120]	3
LE 230	Community Policing	3
LE 290	Police Supervision & Management	3
Elective	Fine Arts Elective	3
		<b>17</b>

#### 2nd Semester

LE 250	Criminal Law	3
LE 225	Patrol Procedures	3
Electives	(Adviser Approved)	10
		<b>16</b>

[Department Recommendations]

#### For additional information contact:

Criminal Justice Administration Department

Dr. C. Blake Wolf

Office: Justice Center 109

Phone: 417.625.9302

Email: wolf-b@mssu.edu

### Associate of Science Degree

Major Code 5506 (Option B)

#### Law Enforcement Major

(Law Enforcement Academy)

#### Freshman Year

1st Semester		Hours
Course		
CORE	[Eng 101 Comp]	3
CORE	[Math]	3
CIS 105	Introduction to Microcomputer Use	3
LE 100	Introduction to Criminal Justice	3
CORE	[Psy 120 College Orientation]	1
CORE	[Kine 101 Physical Activity]	1
		<b>14</b>

2nd Semester		Hours
CORE	[Bio 101 or Psy100]	4-5
CORE		3
LE	Elective	3
LE 250	Criminal Law	3
CORE	Humanities and Fine Arts	3
		<b>16</b>

#### Sophomore Year

1st Semester		Hours
CORE	[Comm 100 Oral Communication]	3
CORE	[Kine 103 Lifetime Wellness]	2
CORE	[Hist 110 or 120]	3
LE	Elective	4
		<b>12</b>
2nd Semester		Hours
LE 180	Basic Law Enforc Academy	13
LE 181	Basic Law Enforc Academy II	13
		<b>26</b>

[Department Recommendations]

### Missouri Peace Officer Certification

The 600-hour Missouri Peace Officer Certification is offered through Criminal Justice Administration (CJAd) and the Missouri POST (Peace Officer Standards & Training) Certified Law Enforcement Academy. Students who successfully complete the Academy and meet certification requirements become eligible for employment as Missouri peace officers. See course descriptions.

### Application/Admission/Certification

The State of Missouri requires applicants at the time of certification to be 21 years of age, a United States citizen, have a high school diploma or its equivalent, and pass the Missouri State Police Officer Certification examination. An applicant with a criminal history must receive Missouri POST clearance before being accepted to the program. An interview with the Training Director is required for admittance to the program.

#### For additional information contact:

The Law Enforcement Academy

Mr. Wayne Thomason

Missouri Southern State University

3950 E. Newman Road

Joplin, Missouri 64801-1595

Phone: 417.625.9684

Fax: 417.625.9796

Email: thomason-w@mssu.edu

## Course Descriptions

LE 100 (F, S) 3 hrs. cr.

### Introduction to Criminal Justice Administration

Municipal, county, state, and federal police organizations. History and administration of justice. Responsibilities and opportunities in the field of criminal justice.

- LE 180 (F, S) 13 hrs. cr.  
**Basic Law Enforcement Academy**  
 The pre-certification training course for new law enforcement officers in Missouri, approved by P.O.S.T. (Peace Officer Standards and Training) Office of the State Department of Public Safety. The broad range of topics includes Missouri criminal law, traffic law, criminal investigation, reports, defensive tactics, firearms, legal subjects, and human relations. The topics are designed and required by P.O.S.T. under Section 590.100 et. seq. RSMo. Prerequisites: Permission of Training Director. (Additional lab fee for course.)
- LE 181 (F, S) 13 hrs. cr.  
**Basic Law Enforcement Academy II**  
 The pre-certification training course for new law enforcement officers in Missouri, approved by P.O.S.T. (Peace Officer Standards and Training) Office of the State Department of Public Safety. The broad range of topics includes Missouri criminal law, traffic law, criminal investigation, reports, defensive tactics, firearms, legal subjects, and human relations. The topics are designed and required by P.O.S.T. under Section 590.100 et. seq. RSMo. Prerequisites: Permission of Training Director and LE 180 (Additional lab fee for course.)
- LE 190 (Demand) 2 hrs. cr.  
**First Responder**  
 Provides basic emergency care knowledge and skills to the student. Designed to prepare students to recognize traumatic injuries and deliver quality emergency medical care to victims.
- LE 200 (Demand) 3 hrs. cr.  
**Criminal Investigation I**  
 An introduction to the basic protocol of crime scene investigation to include first response, diagramming, photography, fingerprinting, and the preservation and collection of physical evidence.
- LE 210 (F, S) 3 hrs. cr.  
**Criminal Procedure**  
 Overview of criminal justice process and procedure from first contact with law enforcement through the criminal trial. Topics include "stop and frisk", arrest, search and seizure, interrogation, identification, and the criminal trial.
- LE 225 (Demand) 3 hrs. cr.  
**Patrol Procedures**  
 Covers numerous areas confronting today's law enforcement officer during tours of duty and the proper techniques and procedures used in handling each area.
- LE 230 (Demand) 3 hrs. cr.  
**Community Policing**  
 An introduction to and analysis of theories, techniques, and programs involving police image and public response. Special attention will be paid to problems of crime prevention, community oriented problem solving policing, police-public interaction, and public safety.
- LE 232 (F,S) 3 hrs. cr.  
**Ethics in Criminal Justice**  
 A comprehensive investigation of ethical problems confronting criminal justice professionals. Focus is placed on the philosophical and practical dilemmas surrounding the modern criminal justice system, in the United States and foreign countries, to include the police, courts, and correctional subsystems. Examines various value systems and historical theories as well as promotes discussions of moral and ethical behavior from personal, social, and criminal justice perspectives.
- LE 250 (F) 3 hrs. cr.  
**Criminal Law**  
 Criminal law purposes and functions; rights and duties of officers and citizens in relation to local, state, and federal laws. The development, application, and enforcement of laws.
- LE 260 (Demand) 3 hrs. cr.  
**Legal and Technical Aspects of Firearms**  
 History and development of firearms. The nomenclature of the most commonly used police firearms and the duties and requirements of a rangemaster. The laws concerning firearms acquisitions, ownership and use. Three hours lecture per week. Lab fee and additional lab time arranged.
- LE 280 (F, S) 3 hrs. cr.  
**Interview and Report Writing** *(Writing Intensive)*  
 Introduces the professional writing style utilized in reports and other written communication in the criminal justice fields. Emphasizes on-the-job writing for criminal justice professionals. Also explores various interviewing techniques. Prerequisites: Eng 101.
- LE 290 (Demand) 3 hrs. cr.  
**Police Supervision and Management**  
 Principles of personnel management as applied to law enforcement agencies: evaluation, promotion, discipline, training, employee welfare, and problem-solving leadership.
- LE 298 (Demand) 1-8 hrs. cr.  
**Topics in Law Enforcement**  
 Course content varies and is designed to meet current needs and interests in the rapidly changing field of law enforcement. Precise topics to be announced and prerequisites stipulated in course syllabus.

## MEDICAL TECHNOLOGY

Reynolds Hall 210, 417.625.9376

### Faculty Garoutte, Mosher

The Bachelor of Science degree in Medical Technology is granted to students who complete the required program of study satisfactorily. These requirements include the basic requirements for all Bachelor of Science degree programs, required science and other supportive courses plus 32 hours of professional course credits. The completion of this degree is required before an individual is eligible to take the certifying examination.

Missouri Southern has affiliation agreements with the Schools of Medical Technology at St. John's Regional Medical Center, Joplin, Mo., and Lester E. Cox Medical Center, Springfield, Mo., and Baptist Health School of Medical Technology, Little Rock, Ark. If a student wishes to attend an accredited school of medical technology with which the University has no formal agreement, the Vice President for Academic Affairs can negotiate an agreement for the individual student. Students should be aware that enrollment in professional schools is limited. Each of the professional schools has its own admission crite-

ria and selects those students to be admitted to a class from the applicants for that class. In general, this selection is based on the academic record or demonstrated aptitude for the medical field. Students are responsible for filing their own application for admission with the professional schools. Application should be made to the professional school during the early fall of the **Junior Year** or approximately 10 months prior to the expected entrance date. It is strongly suggested that the student contact the Director of the Medical Technology Program at the desired hospital early in their **Sophomore Year** to determine the exact application procedure.

A student may enroll in the professional courses either at the hospital-based school or through Missouri Southern, depending on the policies of the hospital-based school. Students enrolled at the hospital-based school are not considered members of the Missouri Southern student body, since the hospital-based school in such cases is considered as any other accredited institution of higher education. A student enrolling through Missouri Southern is considered a member of the University student body and is therefore eligible for benefits offered all students. The weekly time requirements for the professional medical technology courses (400 level) listed are based on the minimum requirements for a course meeting for a normal academic term for a minimum of 16 weeks. Actual scheduling of classes may vary according to custom of the individual professional school to meet these minimum total hour requirements.

Students whose career goals change or are unsuccessful in gaining admission to a professional training program are ideally suited to complete another science major with virtually no loss of academic credits.

## Bachelor of Science With a Major in Medical Technology

	Semester Hours
<b>Core Requirements (p. 32) 51**</b> .....	<b>39</b>
<b>Biology Requirements</b> .....	<b>26</b>
Bio 121 Human Anatomy and Physiology I .....	4
Bio 221 Human Physiology and Anatomy II* .....	5
Bio 231 General & Medical Microbiology* .....	5
Bio 305 Genetics* .....	4
Bio 456 Immunology* .....	4
EITHER	
Bio 362 Virology* .....	4
OR	
Bio 442 Pathogenic Bacteriology* .....	5
OR	
Bio 308 Pathophysiology* .....	4
<b>Chemistry Requirements</b> .....	<b>25</b>
Chem 101 General Chemistry I* .....	5
Chem 102 General Chemistry II* .....	5
Chem 201 Analytical Chemistry I* .....	5
Chem 300 Introduction to Modern Organic Chemistry* ..	5
Chem 351 Biochemistry* .....	5
<b>Other Requirements</b> .....	<b>12</b>
Phys 151 Elementary College Physics I* .....	5
Math 140 Algebra & Trigonometry .....	5
EITHER	

Bio 303	Computer Applications in Biology .....	2
OR		
Chem 320	Computer Applications in Chemistry ...	2
<b>400 Level Medical Technology Courses (at Hospital)</b>		<b>32</b>
		<b>134</b>

\*See course descriptions for prerequisites.

\*\*Required biology, physics, and mathematics courses simultaneously satisfy Core Curriculum and major requirements.

## Suggested Order of Study

### Bachelor of Science Degree

Major Code 1223

#### Medical Technology Major

*It is strongly suggested that the student take courses in the summer to reduce the semester hour loads.*

#### Freshman Year

1st Semester		Hours
Course		
Chem 101	General Chemistry I (Algebra & Trig)	5
Math 140	Algebra and Trigonometry	5
Bio 121	Human Anatomy and Physiology I	4
CORE	[Eng 101 Comp I]	3
CORE	[Psy 120 College Orientation]	1
		<b>18</b>

#### 2nd Semester

Chem 102	General Chemistry II (Chem 101)	5
Bio 231	General and Medical Microbiology	5
Chem 320	Computer Applications in Chemistry	
OR		
Bio 303	Computer Applications in Biology	2
CORE	[History 110 U.S. History]	3
CORE	[Eng 102 Comp II]	3
		<b>18</b>

#### Sophomore Year

1st Semester		Hours
Chem 201	Analytical Chemistry I (Chem 102)	5
Bio 305	Genetics	4
CORE	[Psy 100 or Soc 110]	3
CORE	[Humanities & Fine Arts]	3
CORE	[Econ 180 American Econ System]	3
		<b>18</b>

#### 2nd Semester

Chem 300	Introduction Organic Chemistry (Chem 102)	5
Bio 456	Immunology	4
CORE	[Comm 100 Oral Communication]	3
CORE	[Humanities & Fine Arts]	3
CORE	[Hist 120 or 320 U.S. History]	3
		<b>18</b>

#### Junior Year

1st Semester		Hours
Chem 351	Biochemistry (Chem 300)	5
Phys 151	Elementary College Physics I (Math 140)	5
Bio 308	Pathophysiology (Bio 301 or 306) (4)	
OR		
Bio 362	Virology (Bio 231 and 305) (4)	
OR		
Bio 442	Pathogenic Bacteriology (Bio 231) (5)	4-5
CORE	[Kine 103 Lifetime Wellness]	2
		<b>16-17</b>

<b>2nd Semester</b>		
Bio 221	Human Anatomy and Physiology II	5
CORE	[Humanities & Fine Arts]	3
CORE	[Kine 101 Physical Activity]	1
CORE	[PSc 120 Gov't: U.S./St/Loc]	3
CORE	[International Cultural Studies]	3
		<b>15</b>

**Senior Year**

**1st Semester**

*(At an approved School of Medical Technology)*

MT 401	Clinical Chemistry	10
MT 403	Clinical Hematology	6
		<b>16</b>

**2nd Semester**

*(At an approved School of Medical Technology)*

MT 402	Clinical Microscopy	1
MT 404	Clinical Serology/Immunology	3
MT 405	Clinical Microbiology	7
MT 406	Clinical Immunohematology	3
MT 407	Special Topics in Medical Technology	2
		<b>16</b>

(Prerequisites)

[Department Recommendations]

**For additional information contact:**

Dr. Melvyn Mosher

Office: Reynolds Hall 242

Phone: 417.625.9733

Email: mosher-m@mssu.edu

OR

Dr. Michael Garoutte

Office: Reynolds Hall 241

Phone: 417.625.9579

Email: garoutte-m@mssu.edu

## Course Descriptions

MT 401 (F) 10 hrs. cr.

**Clinical Chemistry**

Analytical and theoretical aspects of the clinical biochemistry of body fluid constituents utilizing both manual and instrumental techniques, including automation, and special procedures. Five hours lecture, 20 hours clinic/lab per week.

MT 402 (S) 1 hr. cr.

**Clinical Microscopy**

Principles and techniques of the physical, chemical, and microscopic examination of urine and other excrete as related to disease processes. One hour lecture, clinic by arrangement.

MT 403 (F) 6 hrs. cr.

**Clinical Hematology**

The cellular elements of blood and bone marrow; theory of cell production, release and survival; morphological characteristics of normal and abnormal cells; quantitative and qualitative abnormalities.

Principles and techniques involved in the study of hemostasis, blood coagulation, and hemorrhagic disorders. Three hours lecture, 12 hours clinic/lab per week.

MT 404 (S) 3 hrs. cr.

**Clinical Serology-Immunology**

The science of immunity including antibody development, principles of antigen-antibody interactions, and techniques of serological testing for various disease states. Three hours lecture, 12 hours clinic/lab per week.

MT 405 (S) 7 hrs. cr.

**Clinical Microbiology**

Sterile technique, methods of handling and inoculating specimens containing pathogenic micro-organisms, isolation and identification of pathogenic micro-organisms, laboratory tests in chemotherapy, and diagnostic bacteriology, mycology, and parasitology. Four hours lecture, 12 hours clinic/lab per week.

MT 406 (S) 3 hrs. cr.

**Clinical Immunohematology-Blood Bank**

Blood group systems and the immune response. Methods of cross-matching, antibody screening and phenotyping. Administrative safeguards and legal aspects of blood banking. Proper clinical utilization of blood components. One hour lecture, eight hours clinic/lab per week.

MT 407 (S) 2 hrs. cr.

**Special Topics in Medical Technology**

Lecture and/or clinical practice in the areas of in-service education, management and supervision, research and development, and principles and techniques of the instructional process. Lecture and labs to be arranged.

## NURSING

Kuhn Hall 210, 417.625.9322

**Faculty** Box - Head, Ayton, Barr, Corcoran, Eller, Griffiths, Hart, Richardson

The Bachelor of Science degree Nursing Program provides intensive preparation for the first-time entering student, baccalaureate degreed graduate, and licensed practical nurse seeking licensure as a registered nurse and for the registered nurse pursuing baccalaureate education in the nursing discipline.

The program is based on the Betty Neuman Systems Model, emphasizing Person, Health, Environment, and Nursing. Core Curriculum and required support courses augment nursing courses in preparing a professional nurse who is able to function at the client's side in a diverse health-care delivery system.

The program is approved by the Missouri State Board of Nursing, PO Box 656, Jefferson City MO, (573) 751-0681.

**APPLICATION FOR REGISTERED  
NURSE LICENSURE IN MISSOURI**

According to Section 335.066 Missouri Nursing Practice Act (1-14), granting of the Nursing baccalaureate degree does not

guarantee eligibility to sit for the licensure examination or guarantee issuance of a license to practice nursing in the state of Missouri. For eligibility requirements to apply, write the National Council Licensure Examination for Registered Nurses (NCLEX-RN) as specified in section 335.046-1 of the Missouri Nursing Practice Act. In addition, the applicant should: 1) be of good moral character; 2) have completed high school or equivalent; 3) have successfully completed basic professional curriculum in accredited school of nursing. Section 335.066, Missouri Nursing Practice Act (1-2) to (1-15), provides rules for denial, revocation, or suspension of license, and grounds for civil immunity. The Board may refuse to issue any certificate of registration or authority, and permit or license stated in subsection two of this section. Detailed information may be obtained through the Missouri State Board of Nursing Website – [www.ecodev.state.mo.us/pr/nursing](http://www.ecodev.state.mo.us/pr/nursing).

The program is nationally accredited by The National League for Nursing Accrediting Commission (NLNAC), 61 Broadway-33 Floor, New York, NY 10006, 1-800-669-1656.

## Department of Nursing Program Objectives

- Offer a nationally accredited Baccalaureate Degree in Nursing.
- Enhance higher order thinking, communication, research, and therapeutic interventions in the practice of professional nursing.
- Promote lifelong learning activities for personal and professional development.
- Furnish a foundation for management and leadership roles in nursing.
- Prepare graduates to use Standards of Clinical Nursing Practice in a variety of settings.
- Provide a foundation for graduate education studies in nursing.
- Promote empathy for the values and perspectives of diverse cultures including an awareness of international and multicultural influences in nursing.

## Graduate Outcomes

Upon completion of the program the graduate will:

- Apply the Neuman systems model in the promotion of the person's optimal systems stability.
- Promote health by empowering the person through health education.
- Provide self-directed contemporary health care through application of the nursing process.
- Practice within the professional standards of care.
- Use current technologies in providing culturally sensitive care through primary, secondary, and tertiary prevention.
- Manage health care delivery through coordination, collaboration, and delegation.
- Integrate communication strategies in interacting with the person.
- Apply nursing and health related research to nursing practice.

## Admission Criteria

1. Continuous enrollment, readmission, or admission to the University as a transfer student.
2. Cumulative GPA of 2.5 minimum based upon completion of freshman and sophomore courses listed in the suggested order of study.
3. Completion of the following five natural and physical science courses with a grade of "C" or higher:
 

Bio 121	Anatomy and Physiology I
Bio 221	Anatomy and Physiology II
Bio 231	General and Medical Microbiology
Chem 100	Introductory Chemistry
Bio 308	Pathophysiology
4. All courses from the Suggested Order of Study must be completed prior to entering the nursing major at the junior level.
5. Missouri State Highway Patrol Criminal Record Check (If residency in Missouri is less than one year a criminal record check also must be obtained from the previous state of residence.)
6. State of Missouri Caregiver Background Screening
7. Drug/Alcohol Screen

RSMO 660.317 prohibits a hospital from knowingly allowing those guilty of Class A and B felonies as defined by state law to give care to clients in the agency. Missouri Southern State University students are assigned to do clinical practice in cooperating hospitals and the Department is in agreement that students must meet these requirements. Results of a personal criminal history record check and caregiver background screening must be on file prior to fall semester of the **Junior Year** of nursing courses. Applicants who have been found guilty and/or listed on background check lists in the Family Care Safety Registry pursuant to sections 210.900 to 210.937, RSMo of Class A and B felonies will be ineligible to enter the program.

## ADMISSION TO THE PROGRAM IS COMPETITIVE.

Application, readmission, and transfer forms and criteria are available from the Department of Nursing in Kuhn Hall.

Deadline for Department of Nursing application and Missouri Southern State University transcript is **January 31**.

The applicant is responsible for verifying that the Missouri Southern State University transcript contains all transcribed courses from other colleges and universities prior to the application deadline and submitting the Missouri Southern State University transcript to the Department of Nursing by the stated deadline.

Students who meet all admission criteria and have completed the Suggested Order of Study for the Bachelor of Science Degree in Nursing at Missouri Southern State University will be given preference in admission.

## Freshman Option: Direct Provisional Admission (DPA)

Students entering as first time freshmen to Missouri Southern State University will have the opportunity to receive direct pro-

visional admission to the nursing program based upon the following criteria:

1. Meet all requirements for regular admission to Missouri Southern State University as a first-time freshman.
2. ACT composite score of 25 or higher.
3. Maintain a 3.0 GPA in required courses each semester with a grade of "C" or above (refer to catalog for required courses).
4. Meet all other requirements for admission to nursing major prior to matriculation.

### Admission of Baccalaureate Degreed Applicants

Applicants holding a baccalaureate degree are considered by the University as having completed the Core Curriculum requirements. Degreed nursing applicants must meet all stated admission requirements.

The cumulative GPA on baccalaureate degree earned will apply to degreed nursing applicants.

Required support courses for admission into the nursing major including natural area physical sciences courses requiring a grade of "C" or higher are as follows:

Bio 121	Anatomy and Physiology I	4
Bio 221	Anatomy and Physiology II	5
Bio 231	General and Medical Microbiology	5
Chem 100	Introductory Chemistry	5
Bio 308	Pathophysiology	4
Kine 385	Nutrition for Human Development	3
<b>Total</b>		<b>26</b>

### Admission of Registered Nurses (RNs)

Registered nurses are admitted to the University as graduates of Southern's Associate Degree Nursing Program or as transfer students. In addition to the program admission requirements, registered nurses must also meet the following requirements:

1. Graduation from a state-approved and National League for Nursing Accrediting Commission (NLNAC) accredited associate degree or diploma nursing program.
2. Current registered nurse licensure or eligibility in the state of Missouri.
3. Upon successful completion of Nurs 301 Transitions in Nursing, 3 credit hours, validation of 31 credit hours of nursing knowledge will be transcribed for credit as follows:
 

Nurs 310	Assessment and Technologies	5 cr
Nurs 320	Adult Nursing	7 cr
Nurs 350	Family Nursing	9 cr
Nurs 360	Mental Health Nursing	4 cr
Nurs 400	Complex Nursing	6 cr
4. The RN has an option to challenge Nurs 305 Pharmacology three credit hours in Nursing through departmental examination. An assessment fee per credit hour will be charged to the student's account.

### Admission of Licensed Practical Nurses (LPNs)

Licensed Practical Nurses (LPNs) are admitted to the University as first-time (generic) or transfer students. LPN

applicants must meet all University and program requirements for admission. The LPN has the option to challenge 5 credit hours for Nurs 310 Health Assessment and Technologies through departmental examination. An assessment fee per credit hour will be charged to the student's account.

### Transfer Policy for Students from a Baccalaureate Degree Nursing Program

1. All program admission criteria must be met.
2. A letter of reference is required from the Dean or Director of the nursing program previously attended stating the student left in good standing and is eligible for readmission.
3. Transfer courses will be evaluated for course equivalency at Missouri Southern on an individual basis.
4. Nursing courses with a clinical component must be fully met.
5. Transfer is based on space availability.

### Special Fees

In addition to all established fees for University students, special laboratory fees are assessed for:

- Fall semester **Junior Year** – Nurs 310 Nursing Assessment and Technologies – \$200.00
- Spring Semester **Junior Year** – Nurs 350 Family Nursing – \$100.00.
- Fall semester **Senior Year** – Nurs 430 Advanced Health Assessment – \$100.00
- Spring Semester **Senior Year** – Nurs 450 Community Health Nursing – \$50.00

Other costs incurred during the program include, but are not limited to: required nurse bag equipped for courses, uniforms, pins, standardized examination fees, graduation fees, licensing examination fees, hepatitis series, current immunizations, etc. An estimated cost sheet for nursing students is available in the Department of Nursing.

### Bachelor of Science Degree Nursing

	Semester Hours
<b>Core Requirements (p. 32)</b>	<b>42</b>
<b>Nursing Major Requirements</b>	<b>91</b>
(See course descriptions for prerequisites)	
Nurs 301 Transitions in Nursing (RNs)	3
Nurs 305 Pharmacology in Nursing	3
Nurs 310 Health Assessment and Technologies	5
Nurs 320 Adult Nursing	7
Nurs 350 Family Nursing	9
Nurs 360 Mental Health Nursing	4
Nurs 370 Gerontologic Nursing (WI)	3
Nurs 400 Complex Nursing	6
Nurs 420 Nursing Ethics (WI)	3
Nurs 430 Advanced Health Assessment	3
Nurs 450 Community Health Nursing	5
Nurs 460 Nursing Research (WI)	3
Nurs 470 Nursing Management and Leadership	5
Bio 121 Anatomy and Physiology I*	4
Bio 221 Anatomy and Physiology II	5
Bio 231 General and Medical Microbiology	5
Bio 308 Pathophysiology	4

Chem 100	Introductory Chemistry*	5
CIS 105	Introduction to Microcomputer Use	3
Kine 385	Nutrition for Human Development	3
Psy 320	Applied Statistics	3
<b>Total</b>		<b>133</b>

\*Satisfies the Core requirements

## Suggested Order of Study

### Bachelor of Science Nursing -

#### Four Year

Major Code 3200

#### Freshman Year

Course		Hours
Bio 121	Human Anatomy/Physiology I	4
Eng 101	English Composition I (WI)	3
Math 130	College Algebra	3
Comm 100	Oral Communication	3
Kine 103	Lifetime Wellness	2
CIS 105	Introduction to Microcomputer Use@	3
Psy 120	College Orientation	1
		<b>19</b>

#### Freshman Year

Course		Hours
Bio 221	Human Anatomy/Physiology II*	5
Eng 102	English Composition II (WI)	3
Chem 100	Introduction to Chemistry*	5
Econ 180	American Economic System	3
Psy 100	General Psychology	3
		<b>19</b>

#### Sophomore Year

Course		Hours
Bio 231	General and Medical Microbiology*	5
CORE	Area 2.a (Fine Art)	3
CORE	Area 2.b (Literature)	3
Kine 385	Nutrition for Human Development	3
Hist 110	U.S. History 1492-1877	3
		<b>17</b>

#### Sophomore Year

Course		Hours
Bio 308	Pathophysiology*	4
CORE	Area 2.c (Fine Art or Literature)	3
CORE	Area 5 (International Cultural Studies)	3
PSc 120	Gov't: U.S., St, Local	3
Kine 101	Physical Activity	1
Hist 120	U.S. Hist 1877 - Present	3
		<b>17</b>

#### Junior Year

Course		Hours
Nurs 301	Transitions in Nursing (RNs)	3
Nurs 305	Pharmacology in Nursing#	3
Nurs 310	Health Assessment and Technologies+^	5
Nurs 320	Adult Nursing+	7
		<b>15</b>

#### Junior Year

Course		Hours
Nurs 350	Family Nursing+	9
Nurs 360	Mental Health Nursing+	4
Nurs 370	Gerontologic Nursing (WI)	3
		<b>16</b>

#### Senior Year

Course		Hours
Nurs 400	Complex Nursing*+	6
Nurs 420	Nursing Ethics (WI)	3
Nurs 430	Advanced Health Assessment	3
Psy 320	Applied Statistics*	3
		<b>15</b>

#### Senior Year

Course		Hours
Nurs 450	Community Health Nursing	5
Nurs 460	Nursing Research (WI)	3
Nurs 470	Nursing Management & Leadership	5
		<b>13</b>

\*See course descriptions for prerequisites.

+Complete Nurs 301 Transitions in Nursing with a grade of "C" and receive credit for Nurs 310, Nurs 320, Nurs 350, Nurs 360, Nurs 400. @Departmental waiver as outlined in Nursing Student Handbook or credit by examination.

^Credit by departmental examination for Licensed Practical Nurses.

#Credit by departmental examination for Registered Nurses

### Minors

Minors in supportive disciplines are available to nursing students. See requirements for the following suggested (but not exclusive) minors: Informatics, Business, Spanish, etc.

### Americans with Disabilities Act Implications

Students are required to have completed a physical examination/health verification after conditional admission to the nursing program. Students will be required to demonstrate physical and/or emotional fitness to meet the essential requirements of each course in the program. Such essential requirements include freedom from communicable diseases, the ability to perform certain physical tasks, and suitable emotional fitness. Any appraisal measures used to determine such physical and/or emotional fitness will be in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Core performance standards for admission and progression which comply with the Americans with Disabilities Act of 1990 are available in the office of the Department of Nursing.

### For additional information contact:

Dr. Barbara Box  
Office: Kuhn Hall 210-B  
Phone: 417.625.9322  
Email: box-b@mssu.edu

# Course Descriptions

## Nurs 301 (F) 3 hrs. cr. Transitions in Nursing

This course will assist the Registered Nurse student to examine the role of a baccalaureate degree prepared nurse in a changing health-care environment. The student will have the opportunity to integrate current nursing practice, philosophy, concepts, and theories into his/her professional practice. Offered online only. Prerequisite: Admission to the nursing program and registered nurse licensure.

## Nurs 302 (F) (Demand) 3 hrs. cr. Herbal and Complementary Therapies

Herbal and Complementary Therapies is a course designed to enhance the learner's understanding and appreciation of universal alternative and holistic approaches to health. "Nontraditional" treatment methods that comprise complementary therapies include herbal medicine, homeopathy, naturopathy, therapeutic massage, and acupuncture. One three hour lecture per week. Prerequisite: Bio 101 General Biology.

## Nurs 305 (F) 3 hrs. cr. Pharmacology in Nursing

This course is designed to introduce the nursing student to essentials of basic and clinical pharmacology in preparation for application with patient populations in a clinical setting. The student will focus on the commonalities of drug classifications related to the physiologic systems of clients during the life span. Prerequisite: Admission to the nursing program and concurrent with Nurs 310 and Nurs 320. (Concurrent enrollment in Nurs 301 Transitions in Nursing is required for RNs.)

## Nurs 310 (F) 5 hrs. cr. Health Assessment and Technologies

Incorporates a systematic approach to basic health assessment and application of basic nursing interventions for the person with limited variances in health. Three hours lecture and six hours lab per week. Prerequisite: Admission to the nursing program and concurrent with Nurs 305 and Nurs 320.

## Nurs 320 (F) 7 hrs. cr. Adult Nursing

Focuses on variances in health of adults with common health problems. Emphasis is on application of the nursing process in secondary prevention. Four hours lecture and nine hours clinical per week. Prerequisite: Admission to the nursing program and concurrent with Nurs 305 and Nurs 310.

## Nurs 350 (S) 9 hrs. cr. Family Nursing

Focuses on health promotion of the developing family and nursing care of the maternity and pediatric client with variances of health. Six hours lecture and nine hours clinical per week. Prerequisites: Nurs 305, Nurs 310, and Nurs 320 with a minimum grade of "C", and concurrent with Nurs 360 and Nurs 370.

## Nurs 360 (S) 4 hrs. cr. Mental Health Nursing

Focuses on assessment, promotion of mental health, and care of the person with variances in mental health. Use of therapeutic communication and the nurse-client relationship are emphasized. Two hours lecture, six hours of clinical per week. Prerequisites: Nurs 305, Nurs 310, and Nurs 320 with a minimum grade of "C", and concurrent with Nurs 350 and Nurs 370.

## Nurs 370 (S) 3 hrs. cr. Gerontologic Nursing (Writing Intensive)

Focuses on the normal aging process and common health variances of the older person. Three hours lecture per week. Prerequisites: Nurs 305, Nurs 310, and Nurs 320 with a minimum grade of "C", and concurrent with Nurs 350 and Nurs 360 or RN status with permission of instructor.

## Nurs 400 (F) 6 hrs. cr. Complex Nursing

Focuses on the nursing care of persons with complex variances in health in acute care and rehabilitation settings. Three hours lecture, nine hrs of clinical per week. Prerequisites: Nurs 350, Nurs 360, and Nurs 370 with a minimum grade of "C", and concurrent with Nurs 420 and Nurs 430.

## Nurs 420 (F) 3 hrs. cr. Nursing Ethics (Writing Intensive)

Focuses on the process of ethical decision making. Ethical issues confronting the professional nurse are explored. Three hours lecture per week. Prerequisites: Nurs 350, Nurs 360 and Nurs 370 with a minimum grade of "C" and concurrent with Nurs 400 and Nurs 430.

## Nurs 430 (F) 3 hrs. cr. Advanced Health Assessment

The emphasis of advanced health assessment will be refining abilities to utilize techniques to assess, identify, and describe variances from normal. Two hours lecture, three hours of lab per week. Prerequisites: Nurs 350, Nurs 360, and Nurs 370 with a minimum grade of "C" and concurrent with Nurs 400 and Nurs 420.

## Nurs 450 (S) 5 hrs. cr. Community Health Nursing

Concepts and methods for assessment of community strengths and health needs will be analyzed to improve the overall health status of the person and aggregates. Three hours lecture, six hours of clinical. Prerequisites: Nurs 400, Nurs 420, and Nurs 430 with a minimum grade of "C" and concurrent with Nurs 460 and Nurs 470.

## Nurs 460 (S) 3 hrs. cr. Nursing Research (Writing Intensive)

Emphasizes evaluation of nursing research, utilization of research findings in the clinical setting, and assisting in the conduct of research. Three hours of lecture per week. Prerequisites: Psy 320, Nurs 400, Nurs 420, and Nurs 430 with a minimum grade of "C" and concurrent with Nurs 450 and Nurs 470.

## Nurs 470 (S) 5 hrs. cr. Nursing Management and Leadership

Emphasis is on nursing management and organization, nursing leadership skills, and resource allocation. Three hours lecture and 6 hours clinical per week. Prerequisites: Nurs 400, Nurs 420, and Nurs 430 with a minimum grade of "C" and concurrent with Nurs 450 and Nurs 460.

## Nurs 498 (Demand) 1-3 hrs. cr. Advanced Topics in Nursing

Special topic or topics not normally included in another course. Prerequisites: Upper division standing; additional requirements will be stipulated in the syllabus of the course.

## Nurs 499 (Demand) 1-3 hrs. cr. Independent Study

Independent study course structured by adviser with approval of department head. Prerequisite: Advanced standing in major field. Registration in the course must be approved by adviser, department head, and school dean. Minimum of 3.0 GPA required.

# PARAMEDIC

Justice Center 155, 417.625.3020

## Faculty Krtek

The School of Technology and the Emergency Medical Training Department offer certificate programs preparing students to take the National Registry examinations as Emergency Medical Technicians or as Paramedics. This is closely integrated with area Emergency Medical Services and area Trauma Centers. Students seeking information about these programs should check with the Director of EMS programs for details about scheduling of the courses. The courses offered meet all requirements of the National Curriculum. The Department of Emergency Medical Training is an Accredited Training Entity for the Missouri Department of Health and the Missouri Bureau of Emergency Medical Services.

Classroom instruction is supplemented by clinical observation and experience. The program meets through three semester periods beginning each fall semester. The clinical training is arranged through area hospitals and ALS ambulance services. Applicants must be at least 18 years of age, hold a high school diploma or equivalent, and possess a current Missouri State EMT ambulance license. A minimum of one-year experience is preferred. Out-of-state students should contact the EMS Training Office no later than May to begin reciprocity application. Applications and pretest information should be obtained from the Office before the end of the spring semester. Special book and equipment fees are assessed for this course.

## Associate of Arts

Major Code 7008

<b>Core Requirements (p. 33) 42*</b>	<b>38</b>
Bio 221 Human Physiology and Anatomy* . . . . . 5	
Para-250 EMT - Paramedic . . . . . 12	
Para-270 EMT - Paramedic . . . . . 12	
Para-290 EMT - Paramedic . . . . . 9	
	<b>76</b>

\*Satisfies four hours of Core requirements.

## Admission Criteria

1. Must be 18 years of age before first class.
2. High school graduation diploma or its equivalent.
3. Evidence of successful completion and certification of a course of training for EMT-Basic.
4. Must submit a complete record of immunizations.
5. Have a current State of Missouri EMT-Basic license.
6. Maturity of judgment, sound moral character and health status, which provide reasonable assurance that the student will meet the physical and mental demands of the occupation.
7. Proof of current health insurance.
8. Have a State Highway Patrol background check completed and sent to EMS training department at MSSU.

## OUT OF STATE STUDENTS:

Students must apply for and receive a Missouri EMT-Basic license before the first day of class. Write: Missouri Bureau of EMS, Attn: Greg Natsch, Box 570, Jefferson City, MO 65102 for details 573.751.6356.

Final selection of students by the admissions committee shall be based on the following factors:

1. **Oral interview** to determine career goals, communication skills, background, and orientation toward the paramedic educational program.
2. **Written and practical exam** which will include EMT-Basic as well as math questions.
3. **Letters of recommendation** from employers, professional personnel, and/or past instructors.

Student must complete and submit an application by June 1 for admission to MSSU prior setting for the pre-test and interview.

# Course Descriptions

## Paramedic I

Para 250

12 hrs. cr.

### EMT - Paramedic

This training course is organized to cover the Preparatory, Airway Management, Patient Assessment, and Trauma portion of the National Curriculum. The classes will meet for three, four-hour classes each week of the semester. The class time will include both didactic and hands-on training of the skills needed. These will include medication administration, airway maintenance, IV access, and monitoring. There will be no clinical hours included in this semester. Prerequisites include a current National Registry or Missouri EMT-Basic license and a CPR card. Para 250 is a prerequisite for Para 270.

## Paramedic 2

Para 270

12 hrs. cr.

### EMT - Paramedic

This training course is organized to provide the student with knowledge about the acute, critical differences in physiology, pathophysiology, or clinical symptoms, as they pertain to the pre-hospital emergency medical care of the infant, child, adolescent, adult, and geriatric patient. The student will have an opportunity to acquire clinical experience and practical skills related to the emergency medical care of these patients both during class time and during hospital based clinical rotations. Prerequisites include completion of Para 250 and a current EMT-Basic license. Para 270 is a prerequisite for Para 290.

## Paramedic 3

Para 290

9 hrs. cr.

### EMT - Paramedic

This is the final portion of the Paramedic Program. During Paramedic 3, the student will meet for one class a week for the didactic portion covering special considerations in emergency medicine, assessment based management, and operations of the Emergency Medical Services. During the remaining part of the week, the student will be assigned specific hours with Advanced Life Support Ambulance Services and specified Preceptors to complete the Field Internship portion of the training. Prerequisites include completion of Para 270.

**For additional information contact:**

Mr. Michael G. Krtek  
Office: Justice Center 155  
Phone: 417.625.3020  
Email: krtek-m@mssu.edu  
Visit our web site at: [www.mssu.edu/schtech/ems/home.htm](http://www.mssu.edu/schtech/ems/home.htm)

# **PRE-ENGINEERING**

Reynolds Hall 213, 417.625.9616

**Faculty** Sloan - Head, Chelf, Knapp, Marsh

The Physical Science Department at Missouri Southern, in cooperation with the engineering staff at the University of Missouri-Rolla and the University of Missouri-Columbia, have prepared booklets describing the Cooperative Engineering Program between these schools and MSSU. These booklets list the course sequence for a student taking the first two or two and one-half years of an engineering science curriculum at Southern and planning to transfer to UMR or UMC. The plan also includes the courses the student will take at UMR or UMC to complete a B.S. degree in various engineering disciplines.

Although most of the engineering programs are standard for the first two years, there are a few differences and thus the student should meet with a pre-engineering adviser during the first semester. If a student wishes to transfer to a school other than UMR or UMC, it is suggested that the catalog of that school be reviewed for any differences in its program and the UMR or UMC outline. College catalogs are available in the Reserve Area of Spiva Library. Any adviser who desires a copy of the booklet should contact the Physical Science Department.

	Semester Hours
<b>Core Requirements (p. 33) 26 **</b>	<b>15</b>
<b>Pre-Engineering Requirements</b>	<b>50-51</b>
Phys 250 General Physics I*	2
Phys 260 General Physics II*	3
Phys 290 General Physics III*	4
Phys 291 General Physics III Lab.	1
Phys 312 Statics*	3
Chem 101 General Chemistry I*	5
Math 150 Calculus with Analytical Geometry I*	5
Math 250 Calculus with Analytical Geometry II*	5
Math 260 Calculus with Analytical Geometry III*	5
CIS 110 Programming I	3
Econ 201 Principles of Economics (Macro)	3
Elective (Math or Physics)***	7-8
Electives (Humanities/Social Science/Drafting/Chemistry/Computer Science)***	4

**65-66**

\*\*\*The student should meet with a pre-engineering adviser for the proper selection depending on the field of engineering.

## **Suggested Order of Study**

**Associate of Science Degree**

Major Code 5499

**Pre-Engineering Major**

**Freshman Year**

1st Semester		Hours
Course		
CORE	[Eng 101 Comp I]	3
Math 150	Calculus I	5
Phys 250	General Physics I	2
Phys 260	General Physics II	3
Chem 101	General Chemistry I	5
CORE	[Psy 120 College Orient]	1
		<b>19</b>
2nd Semester		
Math 250	Calculus II	5
Phys 290	General Physics III	4
Phys 291	General Physics III Lab	1
Econ 201	Principles of Economics	3
CORE	[Fine Arts/Humanities]	3
CORE	[Kine 101 Physical Activity]	1
		<b>17</b>

**Sophomore Year**

1st Semester		Hours
Math 260	Calculus III	5
Phys 280	General Physics III	5
CIS 110	Programming I	3
CORE	[Hist 110/120 U.S. Hist]	3
CORE	[Kine 103 Lifetime Wellness]	2
		<b>18</b>
2nd Semester		
Math 322	Differential Equations*	3
Phys 372	Electronic Circuits*	4
Phys 312	Statics	3
Phys 341	Thermal Physics*	4
OR		
Phys 322	Classical Mechanics*	3
CORE	[Comm 100 Oral Communication]	3
		<b>16-17</b>

\*Suggested elective, not required for A.S. degree.

**For additional information contact:**

Mr. Marion Sloan  
Office: Reynolds Hall 213  
Phone: 417.625.9616  
Email: sloan-m@mssu.edu

\*See course descriptions for prerequisites.

\*\*Required math and physics courses simultaneously satisfy 11 hours of Core Curriculum and major requirements.

### PREPROFESSIONAL

Justice Center 126, 417.625.3155

#### Associate of Arts Degree

This curriculum allows Missouri Southern students to complete admission requirements for professional schools that accept applicants who have completed approximately 60 hours. Students should incorporate professional school requirements into their schedule and work closely with an adviser at Missouri Southern. Also, students who are completing certification requirements for paramedic programs and desire a college degree may choose the Associate of Arts degree. The Associate of Arts degree facilitates transfer among Missouri public four-year colleges and universities.

#### For additional information contact:

Dr. Tia Strait  
Office: Justice Center 126  
Phone: 417.625.3155  
Email: strait-t@mssu.edu

Dr. John Messick  
Office: Hearnes Hall 318  
Phone: 417.625.9385  
Email: messick-j@mssu.edu

### RADIOLOGIC TECHNOLOGY

Kuhn Hall 304, 417.625.3118

#### Faculty Schiska

The Associate of Science Degree in Radiologic Technology combines Core Curriculum courses, a supportive course in the behavioral sciences, natural sciences, and special courses in the field of radiology, including extensive clinical laboratory experiences. The clinical laboratory experiences are provided through agreements between Missouri Southern and other accredited facilities. The student successfully completing the curriculum is eligible to write the National Registry Examination to become a Registered Technologist.

Completion of the degree requires the completion of Core Curriculum requirements for the Associate of Science Degree, all radiologic technology courses, Bio 221 and Bio 240. Applicants whose backgrounds have not prepared them for Bio 221 must meet these prerequisites before being admitted to the program as well as the prerequisites listed below (see suggested order of study).

Special admissions procedures are required for admittance into this program in addition to admission to Missouri Southern State University. A special Radiologic Technology

application must be turned in to the Director of the Radiology Program before February 1st of the year the student wishes to enter the program. Students may begin the program only at the beginning of the fall semester.

In addition to established fees for all university students, special fees of \$17.50 for the first semester of each year for insurance and \$165 for the last summer semester are required for enrollment in radiology courses. These fees may change annually.

Students who are already registered technologists may also enter the program.

Radiological course credit will be granted to the Registered Radiologic Technologist equal to that granted to the graduating Associate of Science student at the time the Registered Radiologic Technologist starts the program. A minimum of 30 additional academic semester hours are required. This credit must include the Core Curriculum requirements for the Associate of Science degree, plus a concentration of courses in one of the subject matter areas of business (accounting or management), behavioral sciences, or natural science (concentration in either biology, chemistry, or physics).

For additional information visit our website: [www.mssu.edu](http://www.mssu.edu).

#### Associate of Science in Radiologic Technology

	Semester Hours
<b>Core Requirements (p. 33)</b>	<b>26</b>
<b>Radiology Requirements</b>	<b>52</b>
Rad 101 Introduction to Radiology	3
Rad 110 Clinical Training I	2
Rad 111 Medical Terminology	3
Rad 132 Principles of Radiographic Exposure	3
Rad 142 Radiographic Positioning I	3
Rad 170 Radiologic Physics	3
Rad 210 Clinical Training II	2
Rad 241 Radiographic Positioning II	3
Rad 290 Clinical Training III	2
Rad 301 Film Critique & Quality Management in Radiology	2
Rad 320 Radiographic Positioning III	3
Rad 340 Clinical Training IV	3
Rad 350 Patient Care in Radiology	2
Rad 360 Clinical Training V	3
Rad 370 Special Topics in Rad.	2
Rad 380 Clinical Training VI	2
Rad 399 Advanced Radiology	3
Bio 221 Human Anatomy & Physiology II*	5
Bio 240 Radiation Biology*	3

\*See course descriptions for prerequisites.

\*\*Satisfies Core Curriculum requirement.

## Suggested Order of Study

### Associate of Science Degree

Major Code 5207

### Radiologic Technology Major

#### Prerequisites:

CORE	English Comp 101	3
CORE	Math 30 (or higher)	3
Bio 121	Human Anatomy/Physiology I	4
Rad 111	Medical Terminology****	3
Psy 120	College Orientation	1
		<b>14</b>

#### Freshman Year

##### Fall Semester

Course		Hours
Bio 221	Human Anatomy & Physiology II**	5
Rad 101	Introduction to Radiology	3
Rad 110	Clinical Training I	2
Rad 142	Radiographic Positioning I	3
Rad 170	Radiologic Physics	3
		<b>16</b>

##### Spring Semester

CORE	Psy 100	3
CORE	Kine 101	1
Rad 132	Prin. of Radiographic Exposure	3
Rad 210	Clinical Training II	2
Rad 241	Radiographic Positioning II	3
		<b>12</b>

##### Summer Semester\*

Rad 290	Clinical Training III	2
Rad 301	Film Critique & Quality Management in Radiology	2
		<b>4</b>

#### Sophomore Year

##### Fall Semester

Rad 320	Radiographic Positioning III	3
Rad 340	Clinical Training IV	3
Rad 350	Patient Care in Radiology	2
CORE	[Kine 103 Physical Activity]	2
CORE	[Literature or Fine Arts]	3
		<b>13</b>

##### Spring Semester

CORE	[Hist 110 or Hist 120]***	3
CORE	[Comm 100 Oral Communication]	3
Bio 240	Radiation Biology	3
Rad 360	Clinical Training V	3
Rad 370	Special Topics in Radiology	2
		<b>14</b>

##### Summer Semester

Rad 380	Clinical Training VI	2
Rad 399	Advanced Radiology	3
		<b>5</b>

[Department Recommendations]

\*Summer classes meet a minimum of 8 weeks.

\*\*Placement in Bio 221 will depend on pre-entrance Introduction to Human Biology test scores or completion of Bio 121.

\*\*\*Missouri Constitution Exam or PSc 120 Gov't: U.S., State, Local.

\*\*\*\*May be taken during the fall semester of the Freshman year with special permission from the program director.

#### For additional information contact:

Mr. Alan Schiska, Program Director

Office: Kuhn Hall 304

Phone: 417.625.3118

Email: schiska-a@mssu.edu

OR

Dr. Tia Strait

Office: Justice Center 126

Phone: 417.625.9328

Email: strait-t@mssu.edu

## Course Descriptions

Rad 101 Introduction to Radiology 3 hrs. cr.

### Introduction to Radiology

Basic procedures and equipment in the radiology department. Includes organization, function, and supervision of a radiology department with a history of radiology, terminology specific to radiology, ethical, patient care, and legal aspects of the field and principles of radiation protection. Three hours lecture per week. Prerequisite Bio 121.

Rad 110 (F) Clinical Training I 2 hrs. cr

### Clinical Training I

Clinical training with special emphasis in the areas of the thorax, pelvis, extremities, and spine radiography. Fifteen hours of clinical training per week.

Rad 111 Medical Terminology 3 hrs. cr.

### Medical Terminology

The language of medicine, especially as related to radiology, through a comprehensive study of the more common medical roots, prefixes and suffixes. Relates medical roots to everyday English words. A survey of medical and surgical diseases is included. Three hours lecture per week.

Rad 132 Principles of Radiographic Exposure 3 hrs. cr.

### Principles of Radiographic Exposure

Fundamental principles of technique and technique conversion with particular emphasis on the factors that directly and indirectly affect radiographic exposure. Course also includes discussion of radiation protection and darkroom chemistry. Three hours lecture per week.

Rad 142 Radiographic Positioning I 3 hrs. cr.

### Radiographic Positioning I

Basic radiographic positioning including both standard and specialized positions of the chest, pelvis, extremities, and spine. Film critique and radiation protection are included. Two hours lecture, two hours lab per week.

## 250 / Radiologic Technology, Respiratory Therapy

Rad 170 3 hrs. cr.

### Radiologic Physics

The physics of radiology. The physical principles of X-ray production, including theory in electricity, rectification, circuitry, and basic equipment maintenance. Three hours lecture per week.

Rad 210 (F) 2 hrs. cr.

### Clinical Training II

Intensive clinical training with emphasis in fluoroscopy and various contrast studies. Additional experience and competencies will also be obtained in the areas of general radiography, portables, and an introduction to surgical rotations. Fifteen hours of clinical training per week.

Rad 241 3 hrs. cr.

### Radiographic Positioning II

Radiographic procedures related to the digestive, biliary, urinary, mammary, and reproductive systems. Special emphasis on the use and preparation of contrast media, patient preparation, and procedures employed, including tomography to visualize organs of interest and pathophysiology of the above systems. Course will include an introduction to myelography and arteriography. Prerequisites – Rad 142 or permission of instructor.

Rad 290 (Su) 2 hrs. cr.

### Clinical Training III

Introductory clinical training in myelography and vascular procedures. Continued practice and competency in general radiography, surgery, and contrast studies. Prerequisites – Rad 110, Rad 210. Twenty-five hours of clinical training per week.

Rad 301 (Su) 2 hrs. cr.

### Film Critique and Quality Management in Radiology

Theory and practice in the art and science of evaluating the technical quality of films. Students will develop critical-thinking and problem-solving skills to correct positioning and technical errors. Includes an introduction to quality assurance and pathophysiology of the skeletal and respiratory systems. Prerequisites – Rad 170, Rad 132. Three hours of lecture and two hours of lab per week.

Rad 320 (F) 3 hrs. cr.

### Radiographic Positioning III

An in-depth study of the anatomy and radiographic positioning of the skulls, facial bones, and sinuses. Part II of this course will include an introduction to CT, and an overview of sectional anatomy of the brain, spine, neck, chest, and abdomen. Prerequisites – Rad 142, Rad 241. 2.5 hours of lecture, one hour of lab per week.

Rad 340 (F) 3 hrs. cr.

### Clinical Training IV

Continued training in special procedures, including myelograms and vascular procedures. Continued clinical proficiency development in general radiography, including contrast studies, surgical, portable, facial and skull radiography. Prerequisites – Rad 110, Rad 210, Rad 290, or permission of instructor. Twenty hours of clinical training per week.

Rad 350 (F) 2 hrs. cr.

### Patient Care in Radiology

A continuation of basic patient care learned to this point in the program. Course content includes emergency protocols, including shock, seizures, diabetic emergencies, strokes, and trauma care of the acute patient. Infection control, chest tubes, enteral tubes, and vascular access lines, as well as medication administration will be covered. Prerequisites – Rad 101 or permission of instructor. Three hours lecture per week.

Rad 360 (S) 3 hrs. cr.

### Clinical Training V

Students will rotate through special procedures with increased responsibility and do an introductory rotation through CT scans. In addition, students will continue to incorporate skills and competencies in basic radiologic procedures. Prerequisites – Rad 110, Rad 210, Rad 290, Rad 340. Twenty hours of clinical training per week.

Rad 370 (S) 2 hrs. cr.

### Special Topics in Radiology

In-depth studies in angiography, myelography and CT with introductory segments on MRI and ultrasound. Special emphasis on equipment operation, patient care, contrast preparation, procedural steps, and pathophysiology. Two hours lecture per week.

Rad 380 (Su) 2 hrs. cr.

### Clinical Training VI

Clinical training in CT, angiography and an introductory rotation through MRI. Continued work and proficiency in basic radiographic examinations and competencies. Prerequisites – Rad 110, Rad 210, Rad 290, Rad 340, Rad 360. Twenty-five hours clinical training per week.

Rad 399 (Su) 3 hrs. cr.

### Advanced Radiology

A capstone course designed to prepare students for the national certification examination. Course will include advanced concepts and testing over all major aspects covered by the national certification examination as outlined by the American Registry of Radiologic Technologists. Prerequisites – Rad 101, Rad 170, Rad 132, Rad 142, Rad 241. Six hours lecture per week.

## RESPIRATORY THERAPY

Justice Center 144, 417.659.4405

**Faculty** Pippin - Head, Hudson, Erwin, Dunaway

A career in the medical field can be a dynamic and rewarding opportunity. The changing nature of the medical profession is creating a demand for multi-skilled health professionals with communication, interpersonal, and excellent clinical skills such as the respiratory care practitioner. The Respiratory Therapy Programs are designed to prepare students to be employed in the hospital, clinic, laboratory, and alternate care settings such as the patient's home. Respiratory Therapist perform a variety of clinical, diagnostic, and management functions in these settings.

The Respiratory Therapy Department offers these career tracts:

- (1) an Entry-Level Associate of Science degree for applicants entering the field,
- (2) an Upper-Division, Advanced-Level Certificate tract for graduates of an Associate of Science Entry-Level Respiratory Therapy Program and,
- (3) a Baccalaureate Degree in Health Sciences, for graduates of the advanced-level program. See Core Requirements and course descriptions on page 235.

The curriculum offers the following options:

- Entry-Level Associate of Science in Respiratory Therapy, designed for those entering the respiratory therapy field, requires 64 semester hours of general education and professional courses.
- Advanced-Level, Upper-Division Certificate Program in Respiratory Therapy designed for graduates of an entry-level, associate degree respiratory therapy program, who have passed the NBRC Certification examination or who have applied to take the CRT exam. Successful completion of the CRT exam must occur before completion of the Advanced level curriculum. Graduates from a certificate entry level program without an Associate of Science degree must complete core requirements as well as the advanced level respiratory therapy course requirements.
- For those students interested in a bachelor degree, there are three options. A Bachelor of Science in Management Technology with an emphasis in General Business, a Bachelor of General Studies, or a Bachelor's in Health Sciences, designed for graduates of the Advanced-Level Respiratory Therapy program.

**The Entry-Level, Associate of Science Degree Program in Respiratory Therapy** prepares students for a position as a certified respiratory therapist. The program is provided by Missouri Southern State University and Franklin Technology Center, through a consortium for respiratory therapy education. The programs are accredited by the Committee on Accreditation for Respiratory Care and the Commission on Accreditation of Allied Health Education Programs. The Associate of Science, entry-level program consists of a core academic component and a major concentration component. The academic section consists of the MSSU Associate of Science degree core requirements, including courses in the Humanities and Fine Arts, Natural Science, Social and Behavioral Sciences, Mathematics, English, Communication, and Physical Education concentration areas. The respiratory therapy major concentration components comprise both the didactic and respiratory therapy clinical instructional areas.

**The Advanced-Level, Upper-Division, Certificate Program** builds upon the entry-level Associate of Science degree program. It consists of an advanced level respiratory therapy major concentration component. The concentration component comprises respiratory therapy education in the didactic and clinical competencies required of an advanced level trained respiratory care practitioner. All students must successfully complete the NBRC Entry Level Certification Examination (CRT) prior to graduation from the advanced level program and must agree to sit for the Advanced Level Registry Examination (RRT) immediately upon graduation. Currently the advanced level program is offered as an on-line program.

Registered respiratory therapist function in a wide variety of settings. As clinicians they work in adult intensive care units, pediatric and neonatal intensive care units, emergency and trauma units, operation and recovery rooms, rehabilitation programs, home health agencies, and a variety of cardiopulmonary diagnostic laboratories. Some graduates pursue

advanced degrees in management, education, public health, or the biomedical sciences. Graduate degrees lead to positions in educational institutions in teaching or research capacities. Senior respiratory care practitioners may be responsible for the management and operation of respiratory care departments.

Respiratory Therapy Students must demonstrate numerous competencies representing all three learning domains: the cognitive, psychomotor, and affective domains. Students learn, practice, and verify these competencies in a number of settings including the classroom, laboratory, and clinic. To achieve the required competencies in the classroom setting, respiratory therapy students must perceive, assimilate, and integrate information from a variety of sources. These sources include oral instruction, printed material, visual media, and live demonstrations. Students must participate in classroom discussion, give oral reports, and pass written and/or computer-based examinations of various formats. Completion of these tasks require cognitive skills, such as reading, writing, and problem-solving. To be physically capable of the classroom work, students must, with assistance, be able to: hear, see, speak, sit, and touch. Respiratory therapy laboratories provide students with the opportunity to view demonstrations, evaluate and practice with medical devices, and perform simulated clinical procedures. In addition to the cognitive skills required in the classroom, students must demonstrate psychomotor skills in manipulation of patients and equipment, as well as general professional behaviors, like team-building and interpersonal communications. To satisfy laboratory and clinic requirements, students must perform all procedures without critical error.

Admission to Missouri Southern or Franklin Technology Center does not automatically grant admission to the respiratory therapy program. In addition to meeting admission requirements to the University, candidates must apply for admission to the Department of Respiratory Therapy.

Enrollment is competitive; Applicants must submit the necessary information to the department office by the designated deadline to be considered for acceptance. Evidence of computer literacy and satisfactory completion of the following prerequisites with a "C" or better must be presented: Math 030 Intermediate Algebra or higher. Department Recommendation: High school or college course work in Physical Science and Chemistry. Interested individuals are encouraged to contact the Program Director of Respiratory Therapy for more specific information regarding admissions criteria.

In addition to established fees for all university students, other costs are incurred by respiratory therapy students such as: uniforms, books, self assessment examinations, graduation pins, AARC student membership dues, liability insurance, and various expense for transportation to off campus clinical sites and professional meetings.

The advanced-level, upper-division program is for the graduate of an accredited entry-level associate degree respiratory therapy program. Previous respiratory care education and practice are recognized and valued throughout the curricu-

lum. The advanced level curriculum expands respiratory therapy knowledge and practice gained in the entry-level program to meet the changing health care needs of the community and region. Graduates of Missouri Southern's Associate degree entry-level certification program are eligible for direct admission to Southern's Advanced Level Respiratory Therapy program. Recent graduates must pass the CRT exam prior to completion of the advanced level curriculum. Graduates of other accredited entry-level programs are eligible for admission upon meeting transfer requirements and current certification from the National Board for Respiratory Care.

## Graduate outcomes

Graduates of the program will:

- Demonstrate the ability to comprehend, apply, and evaluate clinical information relevant to their role as respiratory therapist.
- Demonstrate the technical proficiency in all skills necessary to fulfill the role as a respiratory therapist.
- Demonstrate personal behavior consistent with professional and employer expectations for the respiratory therapist.

## Admission Criteria

**(Entry-Level, Associate of Science in Respiratory Therapy)**  
Application for the entry-level program should be made **directly to the Respiratory Therapy Department Office** on the Missouri Southern State University campus (special admissions procedures are required for admittance into this program in addition to admission to MSSU).

1. Continuous enrollment, readmission or admission to Missouri Southern and Franklin Technology Center as a transfer student.
2. Completion of an approved college-level math course.
3. Provide documentation of computer literacy.
4. Minimum percentile score on the Health Occupations Basic Entrance Test administered by the Department.

Admission to the program is competitive. Applicants who meet all admission criteria, have completed math and biology courses, and/or have healthcare experience will be given preference in admission.

## Admission Criteria

### (Upper-Division, Advanced-Level Program)

1. Graduation from an Associate of Science degree entry-level program accredited by the Commission on Accreditation of Allied Health Education programs (CAAHEP) for entry level respiratory care or graduate from a certificate entry level program who concurrently completes the Associate of Science degree with the advanced level curriculum.
2. Continuous enrollment, readmission, or admission to Missouri Southern as a transfer student.
3. Preference given to persons currently holding certification from the National Board for Respiratory Care, Inc. and/or a graduate of Missouri Southern's entry-level respiratory therapy program.

## Entry-Level Associate of Science in Respiratory Therapy

Major code 5600

<b>Core Requirements (p. 33)</b>	<b>25</b>
<b>Respiratory Therapy Major Requirements</b>	<b>39</b>
Resp 101 Respiratory Therapy Foundations . . . . .	3
Resp 102 Cardiopulmonary Sciences . . . . .	3
Resp 105 Cardiopulmonary Anatomy & Physiology . . . . .	3
Resp 107 Respiratory Therapy Procedures . . . . .	3
Resp 108 Respiratory Procedures Lab . . . . .	3
Resp 120 Cardiopulmonary Pathology . . . . .	3
Resp 125 Respiratory Therapy Clinical I . . . . .	3
Resp 129 Cardiopulmonary Pharmacology . . . . .	3
Resp 222 Introduction to Mechanical Ventilation . . . . .	4
Resp 226 Cardiopulmonary Diagnostic . . . . .	3
Resp 239 Respiratory Therapy Clinical II . . . . .	5
Resp 311 Neonatal/Pediatric Care . . . . .	3
CORE [Bio 121 Human Anatomy & Physiology I] . . . . .	4
CORE [Math 030 or higher] . . . . .	3
<b>Total</b>	<b>64</b>

## Advanced-Level, Upper-Division Certificate in Respiratory Therapy

<b>Associate of Science in Respiratory Therapy (entry-level program)</b>	<b>64</b>
<b>Respiratory Therapy Major Requirements</b>	<b>18</b>
Resp 307 Cardiopulmonary Assessment . . . . .	6
Resp 312 Mechanical Ventilation . . . . .	3
Resp 313 Alternate Site Respiratory Care (WI) . . . . .	3
Resp 340 Advanced Level Clinical Practice . . . . .	5
Resp 341 Research Issues, Methods . . . . .	1
<b>Total</b>	<b>82</b>

## Suggested Order of Study

### Associate of Science Degree

Major code 5600

#### Respiratory Therapy (Entry-level)

##### Prerequisite:

Math 030	Intermediate Algebra or Higher	3
CORE*	[Eng 101 English Comp] WI	3
Respiratory Therapy Orientation		6

##### Freshman Year

(Missouri Southern/Franklin Technology Center)

Fall Semester

CORE	[Human Anatomy/Physiology I]	4
CORE*	[Comm 100 Oral Communication]	3
Resp 101	Respiratory Therapy Foundations	3
Resp 102	Cardiopulmonary Sciences	3

Resp 107	Respiratory Therapy Procedures	3
Resp 108	Respiratory Therapy Procedures Lab	3
		<b>19</b>
Spring Semester		
CORE*	[Humanities and Fine Arts]	3
CORE*	[Kine 101 Physical Activity]	1
Resp 105	Cardiopulmonary Anatomy & Physiology	3
Resp 120	Cardiopulmonary Pathology	3
Resp 125	Clinical Respiratory Therapy Experience I	3
Resp 129	Cardio Pharmacology	3
		<b>16</b>

Summer Semester		
CORE*	Psy 100 or Soc 100	3
CORE*	Kine 103 Lifetime Wellness	2
		<b>5</b>

#### **Sophomore Year**

(Missouri Southern/Franklin Technology Center)

Fall Semester		
CORE*	Hist 110 or Hist 120	3
Resp 222	Introduction to Mechanical Ventilation	4
Resp 226	Cardio Diagnostics	3
Resp 239	Clinical Respiratory Therapy Experiences II	5
Resp 311	Neonate/Pediatric Respiratory Care	3
		<b>18</b>
		<b>64</b>

[Entry Level Program Department Recommendations]

\*Identified Core courses may not necessarily be taken in this order, however all Major courses must be taken in sequence and in the order presented in this catalog. Associate of Science degree students must meet the Missouri Constitution Requirement by completing PSc 120 or the Missouri Constitution Test.

## **Suggested Order of Study**

#### **Advanced-Level**

**Junior Year** (Missouri Southern State University)

Spring Semester		
Resp 307	Cardiopulmonary Assessment	6
Resp 312	Mechanical Ventilation	3
Resp 313	Alternate Site Resp Care (WI)	3

Summer Semester

(Missouri Southern State University)		
Resp 340	Advanced Level Respiratory Therapy Clinical Experience	5
Resp 341	Research Issues, Methods, & Problems in Respiratory Care	1
		<b>18</b>

**Advanced-Level Entry-Level and Advanced-Level Major** **82**

[Advanced-Level Program Department Recommendations]

These graduates must have passed the National Board for Respiratory Care certification examination prior to earning an advanced level certificate in respiratory therapy from Missouri Southern State University. The entry-level core, of students entering the advanced-level curriculum, should include Fundamentals of Physical Science or Introduction to Chemistry, Intermediate Algebra, Introduction to Computers, and a total of seven semester credits of Human Anatomy and Physiology I and Cardiopulmonary Anatomy and Physiology.

#### **For additional information contact:**

Glenda Pippin, Director  
Consortium for Respiratory Therapy Education  
Justice Center, MSSU Campus  
3950 East Newman Road  
Joplin MO 64801  
Phone: 417.659.4405  
Fax: 417.659.4408  
Email: pippin-g@mssu.edu

## **Course Descriptions**

Resp 101 (F) **3 hrs. cr.**

#### **Respiratory Therapy Foundations**

Entry level information is presented regarding respiratory therapy history from its conception to its current goals and standing. Topics covered include medical terminology, hospital and respiratory therapy department structure and management, psychosocial aspects of patient care, and medical ethics. A clinical session, allows the student an orientation rotation at the program's clinical sites. Prerequisite: Admission to the respiratory therapy program and completion of a College Level Math course.

Resp 102 (F) **3 hrs. cr.**

#### **Cardiopulmonary Sciences**

Focuses on the sciences used in the practice of respiratory therapy. Emphasis will be placed upon physics, chemistry, and microbiology as related to the cardiopulmonary sciences. Prerequisite: Admission to the respiratory therapy program.

Resp 105 (S) **3 hrs. cr.**

#### **Cardiopulmonary Anatomy and Physiology**

An in-depth presentation of the cardiopulmonary system, its abnormalities, and corrective techniques as related to respiratory therapy. Included are the concepts of the cardiovascular system, ventilation, diffusion of pulmonary gases, hemodynamic measurements, ventilation perfusion relationships, oxygen and carbon dioxide transport, acid base balance, and arterial blood gas analysis. Prerequisite: Admission to the respiratory therapy program, college level math course and completion of Bio 121.

Resp 107 (F) **3 hrs. cr.**

#### **Respiratory Therapy Procedures**

Theory and practice of basic respiratory therapy procedures as outlined in the National Board for Respiratory Care (NBRC) entry level examination content outline. Including cardiopulmonary assessment, medical gas administration, oxygen therapy, infection control, equipment maintenance, chest physiotherapy, chest expansion therapy, airway management, bedside pulmonary function testing, arterial puncture, and administering medicated aerosol therapy. Prerequisites: Admission to the respiratory therapy program and concurrent enrollment or completion of the Respiratory Therapy Procedures Laboratory course.

Resp 108 (F) **3 hrs. cr.**

#### **Respiratory Therapy Procedures Laboratory**

Students practice entry level respiratory care procedures, using state-of-the-art equipment, in the clinical laboratory under simulated patient situations. The student will address the three difficulty levels of learning, in the laboratory environment (Recall, Application, and Analysis).

## 254 / Respiratory Therapy

Prerequisites: Admission to the respiratory therapy program and concurrent enrollment or completion of Resp 107.

Resp 120 (S) 3 hrs. cr.

### **Cardiopulmonary Pathology**

Study of concepts and theory of selected cardiopulmonary diseases, to include: definition, clinical manifestations, etiology, pathologic, radiological and laboratory findings; prevention, prognosis, and treatment. Prerequisite: Admission to the respiratory therapy program and completion of Bio 121.

Resp 125 (S) 3 hrs. cr.

### **Clinical Respiratory Therapy Experience I**

Clinical instruction supplemented by clinical conferences that allow the student to apply the classroom and laboratory respiratory therapy competencies mastered in specific respiratory therapy courses. Prerequisites: Resp 107 & Resp 108.

Resp 129 (S) 3 hrs. cr.

### **Cardiopulmonary Pharmacology**

Comprehensive overview of the general principles of pharmacology. Focuses on the drugs and drug groups that are either administered by respiratory therapy personnel, or those that play a role in the care of cardiopulmonary patients. Prerequisite: Bio 121 and admission to the respiratory therapy program.

Resp 222 (F) 4 hrs. cr.

### **Introduction to Mechanical Ventilation**

#### *(Life Support Technology)*

Emphasis on the technical components of mechanical ventilators, their classification, principles of operation, attachments, and the flow/pressure/volume curves generated by various ventilators, compliance, and resistance. An introduction to the management of patients receiving mechanical ventilation will be presented. Prerequisite: Admission to the respiratory therapy program.

Resp 226 (F) 3 hrs. cr.

### **Cardiopulmonary Diagnostics**

Theory, application, and equipment for diagnosing respiratory pathologies through the diagnostic concepts used in respiratory therapy. Include techniques utilized for measurement of lung gas volumes, capacities, flows, and cardiopulmonary status during exercise testing. Prerequisite: Admission to the respiratory therapy program.

Resp 239 (F) 5 hrs. cr.

### **Clinical and Laboratory Experience II**

Clinical instruction supplemented by clinical conferences that allow the student to apply the knowledge and respiratory care skills mastered in the Respiratory Care courses: Cardiopulmonary Diagnostics, Introduction to Mechanical Ventilation, and Neonatal and Pediatric Respiratory care in the laboratory and clinical setting. The course will emphasize ventilator care, diagnostic procedures, and alternate site care (home care). Prerequisite: Resp 125.

Resp 307 (F, S) 6 hrs. cr.

### **Cardiopulmonary Assessment**

A systematic approach to advanced cardiopulmonary patient assessment. Emphasis is on evaluation of the respiratory care plan based upon laboratory data, electrocardiogram interpretation, fluid and electrolyte balance, acid base balance and oxygen transport, pulmonary function testing, exercise testing, interpretation of chest x-rays, bronchoscopy, and hemodynamic monitoring. Prerequisite: Admission to the advanced-level respiratory therapy program. Graduates of an advanced-level respiratory therapy program may use this course as a review for their national board examinations.

Resp 311 (F) 3 hrs. cr.

### **Neonatal and Pediatric Respiratory Care**

Respiratory care of the neonatal and pediatric population beginning with fetal development and continuing through assessments of infants including, gestational age, APGAR scoring, and Silverman scoring. Various heart/lung deficiencies will also be discussed as well as treatment modalities. Prerequisite: Admission to the respiratory therapy program.

Resp 312 (F, S) 3 hrs. cr.

### **Advanced Mechanical Ventilation** *(Advanced Life Support)*

A continuation of the Introduction to Mechanical Ventilation (Life Support Technology) course. In-depth study of ventilator management in critical care, long-term care, and the home environment utilizing case studies, and clinical problem based learning sessions. In addition the course addresses ACLS (Advanced Cardiac Life Support). Prerequisite: Resp 222 and admission to advanced-level respiratory therapy program.

Resp 313 (F, S) 3 hrs. cr.

### **Alternate Site Respiratory Care** *(Writing Intensive)*

Theoretical aspects of providing respiratory therapy at alternate sites. Includes components of home respiratory therapy, extended care units, long term care facilities, ventilator rehabilitation centers, physician offices, land/air transport, outpatient diagnostic clinics. Introduces the fundamentals of teaching and learning theories. Prerequisite: Admission to the advanced level respiratory therapy program.

Resp 340 (F, S, Summer) 5 hrs. cr.

### **Advanced-Level Respiratory Therapy Clinical Experience**

Progressive process of developing cognitive levels at the recall, application, and analysis levels as a respiratory care practitioner. Correlates directly with the Advanced Mechanical Ventilation (Advanced Life Support) course, Cardiopulmonary Assessment, Neonate/Pediatric, and the Alternate Site (Management/Pulmonary Rehabilitation/Home Care) courses, to provide the student a clinical environment to demonstrate these learned advanced-level respiratory care competencies. Prerequisite: Admission to the advanced-level respiratory therapy program and concurrent enrollment or completion of the advanced-level theory coursework.

Resp 341 (F, S, Summer) 1 hr. cr.

### **Research Issues, Methods, and Problems in Respiratory Care**

Directed research and discussion in selected areas of respiratory care for advanced-level respiratory therapist. Course work includes independent literature search under the supervision of a respiratory care instructor that utilizes the student's program acquired respiratory care critical thinking, writing, and oral presentation skills. Research scope, depth, and area of concentration to be approved by the program director. Prerequisite: Students must be in their final semester of the advanced-level program to enroll in this course.



# ***Institute of International Studies***

**International Studies**

**International English Program**

**International Language  
Resource Center**

# International Studies

## INTERNATIONAL STUDIES

Webster Hall 337, 417.659.4442

**Faculty** Chad Stebbins - Director

### Objective

It is the goal of Missouri Southern State University that all academic programs be enhanced through an emphasis on international education. To that end, the University has identified five objectives:

1. Graduates will have an understanding of how cultures and societies around the world are formed, sustained, and evolve.
2. Graduates will have empathy for the values and perspectives of cultures other than their own and an awareness of international and multicultural influences in their own lives.
3. Graduates can identify and discuss international issues and cultures other than their own.
4. Graduates have communicative competence in a second or third language.
5. Graduates have experienced or desire to experience a culture other than their own.

Several activities have been designed and implemented to help make these objectives possible. They include encouraging and supporting faculty to lead student groups abroad; providing grants for faculty to internationalize the curriculum; developing bilateral exchange agreements with universities in other countries; developing "themed" semesters featuring special course offerings, lectures, and cultural events of a particular continent or country; increasing the number of foreign language course sections and course offerings; and increasing the number of Performing Aid Awards for students majoring or minoring in a foreign language.

The Institute of International Studies, moreover, is committed, through its leadership, in assisting global education to become more pervasive throughout the curriculum and extracurricular activities of the University.

Finally, the Institute is committed to continual assessment of international programs and its mission to ensure that students develop not only an awareness of international problems but specific competencies needed in business, industry, government, education, and the professions.

### Study Abroad Programs

*(Semester and Year-Long Opportunities)*

Stephanie Goad

Webster Hall 337B, 417.625.9372

Missouri Southern students have many exciting opportunities to study for a semester or year in other countries. The University is a member of the International Student Exchange Program (ISEP), through which MSSU students can study and earn credit at more than 100 colleges and universities in 30 countries around the world. In addition, students may choose to participate in the Bilateral Exchange Program. The University has negotiated a number of departmental bilateral agreements with international institutions; these exchanges are usually specific to a student's major. For semester or year-long exchanges, MSSU students studying abroad through ISEP or most Bilateral Exchange Programs pay regular MSSU tuition and room/board fees in U.S. currency and financial aid is applicable.

To participate in a long-term study abroad program, students must have a minimum GPA of 2.75 (higher for some host institutions); be degree seeking and enrolled full time; intend to return to MSSU to graduate; and generally have completed 60 credit hours by the time of the exchange.

**More information on study abroad programs is available on the Institute of International Studies' web site: [www.mssu.edu/international](http://www.mssu.edu/international).**

### The Major

Today, one must cope with a growing array of complex global issues which are, at their core, as former U.S. Senator William Fulbright once said, human problems not technological ones. Because of that, international studies must center on constructive interaction with people from cultures and countries other than the students' own. The Institute of International Studies provides courses, coordinates international enhancement of existing courses, supports development of new international courses, and promotes study, work, and travel abroad by students and faculty. Integrating language and cross cultural studies with disciplines and specific areas of concern, the Institute offers both a major and minor in International Studies, further emphasizing the importance of such inquiry in the students' future world. The major in International Studies is committed to the development by students of high intellectual standards, concern for the whole person, and practical cross-cultural and professional skills to enable them to embark upon immediate employment or graduate study.

It is the goal of the major in International Studies that students who complete the program shall:

1. Demonstrate communication skills in a language other than their own at a proficiency beyond the intermediate level of study.

2. Analyze a variety of problems of international significance, selecting or creating possible solutions, and defining possible means of implementation.
3. Compare values of one culture with those of another, demonstrating how values develop and analyzing how cultural values impact on decisions of international importance.
4. Analyze the impact of social institutions in their own culture as well as in another, demonstrating an understanding of individuals' roles in these systems, be they governmental, economic, religious, family, or occupational.
5. Identify activities and products which constitute the scientific/technological aspects of a culture other than their own, demonstrating an understanding of the impact of such activities and products on the individuals and the physical environment in a culture.
6. Identify those activities and products which constitute the artistic aspects of a culture other than their own; understand the impact which art, in its various forms, has on individuals in a culture; and analyze the uses of works of art within that culture.

International Studies as defined by the Institute of International Studies allows as many disciplines as possible to become involved in the internationalizing of the University. The International Studies major and minor is an interdepartmental degree program administered by the Institute of International Studies. The program offers students an opportunity to enhance their understanding of the diverse cultures of the world and provides a substantial foundation for professional careers in diplomacy, law, education, international business and commerce, journalism, the military, research, public health, human service organizations, and much more. Opportunities in most of these professions are available in both the public and private sectors in the United States and abroad. The major is also a good foundation for graduate study in such diverse areas as international law, business, history, political science, foreign languages, anthropology, as well as international relations, intercultural communication, peace studies, and other interdisciplinary programs.

### **The Bachelor of Arts Degree with a Major in International Studies**

	Semester Hours
<b>Core Requirements (p. 32) .....</b>	<b>48*</b>
<b>Foreign Language .....</b>	<b>12</b>
<b>(4 courses in one foreign language are required for the B.A. degree.)</b>	
<b>International Studies Requirements:.....</b>	<b>51</b>
IntS 101 "International Semester" Perspectives . . .	3
IntS 201 Introduction to International Studies. . .	3
IntS 301 World Humanities .....	3
IntS 302 World Environmental Issues .....	3
IntS 303 Contemporary World Civilizations .....	3
IntS 304 Comparative Political Economy .....	3
IntS 305 International Techno-Trends** .....	3
IntS 400 Senior Thesis in International Studies . .	3

### **Supporting Requirements:**

<b>Foreign Language .....</b>	<b>6</b>
(6 additional hours in the foreign language used to satisfy the B.A. requirement)	
An appropriate research methods course in a specific discipline must be chosen in consultation with the student's adviser .....	
<b>Electives in approved international courses .....</b>	<b>18</b>
<b>Electives .....</b>	<b>13</b>
	<b>124***</b>

\*Three hours of foreign language meet Core Requirements.

\*\*Meets computer literacy requirement.

\*\*\*Must include at least 40 upper-division (300-400 level) hours.

### **The Minor in International Studies**

	Semester Hours
IntS 201 Introduction to International Studies . . .	3
<b>At least two of the following: .....</b>	<b>6</b>
IntS 301 World Humanities .....	3
IntS 302 World Environmental Issues. ....	3
IntS 303 Contemporary World Civilizations .....	3
IntS 304 Comparative Political Economy .....	3
IntS 305 International Techno-Trends .....	3

Six additional hours which can be selected from IntS designated courses and from IntS 101, 301, 302, 303, 304, 305 or IntS 400, Senior Thesis in International Studies. (Three hours could include a study-abroad experience.) .....

<b>Foreign Language</b> (six hours beyond the B.A. requirement of 12 hours, all in the same language.) .....	<b>6</b>
	<b>21</b>

## **Suggested Order of Study**

### **Bachelor of Arts**

Major Code 4900

### **International Studies Major**

#### **Freshman Year**

Course	Hours
CORE [Eng 101 Comp I]	3
CORE [Comm 100 Oral Communication]	3
CORE [Kine 101 Physical Activity]	1
IntS 101 "International Semester" Perspectives	3
Foreign Language	3
Elective [Hist 130 Western Civilization]	3
Psy 120 College Orientation	1
	<b>17</b>

#### **2nd Semester**

CORE [Eng 102 Comp II]	3
CORE [Math 125 Contemp. Math]	3
CORE [Art/Mus/Th 110 Appreciation]	3
CORE [Kine 103 Lifetime Wellness]	2

Foreign Language	3
Elective [Hist 140 Western Civilization]	3
	17

## Sophomore Year

1st Semester	
CORE [Hist 110 U.S. History]	3
CORE [Phys 100 Fund of Phys Sci]	5
CORE [Econ 180 Amer. Econ. Sys.]	3
IntS 201 Introduction to International Studies	3
Foreign Language	3
	17

2nd Semester	
CORE [Bio 101 General Biology]	4
CORE [Eng 261 Mstrpcs of Wld Lit]	3
IntS 304 Comparative Political Economy	3
Foreign Language	3
Elective [Geog 211 Regions/Nations]	3
	16

## Junior Year

1st Semester	
CORE [Hist 120/320 U.S. History]	3
CORE [PSc 120 Gov't: US/Sta/Loc]	3
CORE [Eng 262 Mstrpcs of Wld Lit]	3
IntS 301 World Humanities	3
Foreign Language	3
Elective [Comm 305 Intercul Communication]	3
	18

2nd Semester	
CORE [Psy 100/Soc 110]	3
IntS 302 World Environmental Issues	3
IntS 303 Contemporary World Civilizations	3
Foreign Language	3
Elective	3
	15

## Senior Year

1st Semester	
IntS 305 International Techno-Trends	3
Research Methods Course	3
Electives	6
	12

2nd Semester	
IntS 400 Senior Thesis in International Studies	3
Electives	9
	12

[Department Recommendations]

## For additional information contact:

Dr. Chad Stebbins, Director  
Institute of International Studies  
Office: Webster Hall 337A  
Phone: 417.659.4442  
Email: stebbins-c@mssu.edu

# Course Descriptions

IntS 101 (F) 3 hrs. cr.

## "International Semester" Perspectives

Designed as a requirement for the International Studies major, an elective for the International Studies minor, and open to all interested students. Focuses on the particular country or global region selected for the University's annual "International Semester." Provides a multi-disciplinary introduction to the major social institutions and key cultural components of the theme country or region. Prerequisites: none.

IntS 201 (F) 3 hrs. cr.

## Introduction to International Studies

An introduction to the interdisciplinary study of global issues. The student will receive a variety of ideas, insights, and images of the world, and will discuss a number of topics including methodologies of global studies and career options. Required of International Studies majors and minors; open to all others.

IntS 298 (Demand) 3 hrs. cr.

## Topics in International Studies

Topics not normally included in another course. Prerequisites are determined by the Institute of International Studies and stipulated in the course syllabus.

IntS 301 (F) 3 hrs. cr.

## World Humanities

Transcultural study of the manifestations of the major art forms of the humanities: literature, theatre and film, painting and sculpture, music and dance. The course will stress critical exploration of the relation of the art forms to the cultures from which they emerge and comparative study of the nature and function of the art forms in traditions temporally or spatially distinct from each other, including western and eastern traditions. Required of International Studies majors; open to all others. Prerequisite: three hours from among Core Curriculum humanities courses.

IntS 302 (S) 3 hrs. cr.

## World Environmental Issues

A global survey of the environmental disasters, both natural and man-made, that plague the world community, including earthquakes, volcanoes, floods, avalanches, atmospheric phenomena, climate modification, radiation, destruction of tropical rainforests, declining biodiversity, resource depletion, stratospheric ozone depletion, urbanization and overpopulation; discussion of global carrying capacity and limits to growth; analysis of "sustainable" global communities; an overview of global responses to environmental issues through economic policies, the United Nations, international treaties, and the "Green" political movement; and critical review of the various philosophies which underpin contemporary evaluations of the condition of the environment. Required of International Studies majors; open to all others. Prerequisite: Physics 100 and Biology 101.

IntS 303 (S) 3 hrs. cr.

## Contemporary World Civilizations

A systematic and comparative introduction to the contemporary history of major world civilizations, with a special emphasis on historical developments that have influenced more than one civilization or cultural region. Required of International Studies majors; open to all others. Prerequisite: three hours of history.

IntS 304 (S)

3 hrs. cr.

**Comparative Political Economy**

Comparative study of alternative methods of solving the political and economic problems of production, distribution, and allocation. Required of International Studies majors; open to all others. Prerequisite: three hours of economics.

IntS 305 (F)

3 hrs. cr.

**International Techno-Trends**

A systematic and comparative view of the historical, cultural, environmental, ethical, economic, legal, and political factors that have influenced issues and trends in technology. Issues related to international communications, criminal justice, health, and manufacturing will be explored. Required of International Studies majors; open to all others.

IntS 400 (F, S)

3 hrs. cr.

**Senior Thesis in International Studies (Writing Intensive)**

With a faculty supervisor, the student will explore and challenge a topic of global concern and produce a senior thesis and make an oral presentation. Required of all International Studies majors. Prerequisite: Senior standing, permission of the director of the Institute of International Studies, and an appropriate course in research techniques chosen in consultation with the student's adviser.

IntS 498 (Demand)

3 hrs. cr.

**Advanced Topics in International Studies**

For upper-division students. Topic to be announced each time the course is offered. Prerequisites are determined by the Institute of International Studies and stipulated in the course syllabus.

IntS 499

1-3 hrs. cr.

**Independent Study in International Studies**

An independent course structured by the adviser with approval of the Director of the Institute of International Studies. Prerequisite: Must have completed 90 hours with a cumulative grade point average of 3.0 and have completed a minimum of 15 hours of International Studies courses. Project must be approved by adviser, by the course director, and by the Director of the Institute of International Studies prior to enrollment.

al students needing help after admission to regular study. Services also include IEP-sponsored tutorial support for second language learners.

**English for Other Purposes** includes evening and weekend courses for adult learners desiring English instruction for personal and professional needs. The focus of these classes is communicative English instruction that specializes in the needs of new residents to the U.S., those desiring workplace English skills and more than basic English available through community programs.

**Summer Workshop Series** are designed to provide short-term intensive English instruction in a native language setting to overseas students needing English competence enhancement for academic, professional, and personal reasons.

**English for Academic Purposes**

**Eligibility:** A TOEFL score of 535 (200 computer based) or a Michigan English Language Institute College English Test (MELICET) score of 80 permits international students, meeting all other university admission requirements, admission into the regular academic program. Students with scores below this are required to successfully complete the **English for Academic Purposes** program before regular admission to the University. No minimum TOEFL score is required for admission to the International English Program.

Students may be admitted to the EAP if they do not meet other criteria for university admission but will be enrolled as "English Only" students. Their eligibility for regular admission to MSSU will be decided after successful completion (4.0 GPA) of the EAP.

**Placement:** The MELICET, including a listening and writing assessment, is required before registration to help guide the placement of students. There is a fee for the test. The MELICET is given at the beginning and end of each semester.

**Courses:** Two levels of instruction are offered, Intermediate and Advanced. Courses at each level include Speaking and Listening, Grammar, Reading and Culture, Composition, and Multi-skills Academic Study. All classes must be passed with a 2.0 (C) to move to the next level.

**Length of Study:** The time a student spends in the EAP depends on a variety of factors including personal motivation, study skills, level of proficiency, and ability. Students who start at a beginning level will normally need three semesters of Intensive English. Intermediate students usually require two semesters, and advanced students may need only one semester.

To become a full-time academic student, the following is required:

1. Successful completion of all EAP courses with a minimum GPA of 2.0, and
2. A score of 80 or higher on the Michigan Test, or
3. A TOEFL score of 535 (written) or 200 (computer based).

**INTERNATIONAL  
ENGLISH PROGRAM**

Webster Hall 138, 417.625.9821

**Faculty** W. Trudeau – Director

The **International English Program** provides a number of English as a Second Language (ESL) programs and classes for students and non-students. **English for Academic Purposes (EAP)** is an intensive program for those seeking admission to MSSU and other post-secondary U.S. institutions. EAP, established in 1999, welcomes students from all over the world to study English intensively through a university credit-based program.

**English Support Services** provides courses for regular students in university programs. These courses include multi-skills offerings and focused language courses for internation-

## 260 / International English Program

**The Program:** Students at the **Intermediate Level** are required to take four EAP classes totaling 12 hours. Additional language with an additional 3-5 hours computer lab time and additional instruction is required each week.

**Advanced Level** students are required to take four EAP classes for a total of 12 hours. Additional language instruction and computer lab time is again required each week. In addition, students may take up to 3 credit hours of regular classes, depending upon the IEP Director's recommendation and permission from instructor and department head.

**Exchange Students** at MSSU for a limited time and intending to complete their university work at another university may take EAP courses for transfer credit to their home institutions. Exchange students are governed by the exchange agreements under which they attend MSSU and must meet the language requirements of MSSU to be admitted to regular classes.

### Language proficiency for admission to regular academic classes

1. Successful completion of all EAP courses with a minimum GPA of 2.0, and
2. A score of 80 or higher on the Michigan Test, or
3. A TOEFL score of 535 (written) or 200 (computer).

### English Support Services

International students or second language English students in the regular academic program at MSSU who wish to take English support classes to help their academic studies may take up to 6 hours of IEP courses each semester.

#### Language Labs

A language computer lab and International Language Resource Center enable students to acquire English skills at their convenience. The labs feature components to assist students in improving English skills.

1. A speaking, listening, and conversation component enables students to practice these skills through one-on-one conversations with lab instructors.
2. A reading and writing component provides students with individual tutoring on each assignment.
3. Interactive software provides additional instruction in English grammar problems.

#### Learning Center

IEP-sponsored English tutoring services for international and second language English students are provided through the campus Learning Center. In addition, regular Learning Center tutors are available to work with other course work at any time.

#### Conversation Partners

The IEP in cooperation with campus organizations provides each English learner with one hour weekly conversation times with native speakers. Time with conversation partners is required of English learners and provides support in getting to know American culture as well as language.

### Highlights of the IEP

- Anyone admitted to IEP courses is considered an official student at Missouri Southern State University with all the accompanying rights and privileges. Unless a student has met admission requirements to the University, however, s/he is not admitted thereby to a degree program.
- No minimum TOEFL or other proficiency test score is necessary to enroll in IEP classes, but scores on the Michigan Test are used for placement in appropriate level courses.
- Small classes offer personal attention.
- Native English-speaking conversation partners and dormitory roommates are available.
- Language labs and EAP tutors allow students to progress at their own pace.
- Students participate in field trips to areas of cultural interest.

Visit the IEP online at: <http://www.mssu.edu/international/iep>  
Email the IEP at: [iep@mssu.edu](mailto:iep@mssu.edu) or contact the director.

### For additional information contact:

William G. Trudeau, Director  
International English Program  
Office: Webster Hall 138  
Telephone: 417.625.9821  
Email: [trudeau-w@mssu.edu](mailto:trudeau-w@mssu.edu)

## Course Descriptions

### ESL 071 / ESL 101 (F,S)

3 hrs. cr.

#### Intermediate Grammar

Students focus on basic and intermediate grammar structures in English at the sentence level. Emphases include verb forms and tensing structures, modals, conditionals and causatives, noun and pronoun forms, and active/passive voices. Sentence construction is stressed, including complex sentence structures. The course emphasizes use and understanding of these structures. ESL 101 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 071.

### ESL 072 / ESL 102 (F,S)

3 hrs. cr.

#### Intermediate Speaking and Listening

Students focus on basic and intermediate speaking and listening skills, including practice in language production and understanding. Primary focus of the course is conversation in American Standard English, with additional work to assist students' communication needs in American higher education. Topics include general conversation, interviewing, requests, questions and answers, and expressing opinions. ESL 102 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 072.

### ESL 073 / ESL 103 (F,S)

3 hrs. cr.

#### Reading and Vocabulary

Students focus on basic and intermediate reading skills, stressing reading strategies and vocabulary development. Primary focus stresses reading skills necessary in the general environment of

American higher education by way of an introduction to American culture. Topics include general purpose and recreational reading, reading speed and comprehension strategies, vocabulary and idiomatic expression development. ESL 103 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 073.

ESL 074 / ESL 104 (F,S) 3 hrs. cr.

### **Intermediate ESL Composition**

This course is designed to help the ESL learner master English syntax at the sentence and paragraph level, with an introduction to basic academic essay form. Emphasis is on competency in expressing clearly complex ideas through developing various types of paragraphs. Students learn development of main and supporting ideas. ESL 104 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 074.

ESL 082 / ESL 122 (F,S) 3 hrs. cr.

### **Academic Speaking and Listening**

Students focus on advanced speaking and listening skills appropriate to American higher educational settings, including language production and understanding. The course emphasizes academic lecture discourse and note taking skills; discussion leadership and participation styles; researching, analyzing and expressing opinions on a variety of academic topics. ESL 122 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 082. Both courses require a placement test or approval of the IEP director.

ESL 083 / ESL 123 (F,S) 3 hrs. cr.

### **Reading in Academic Contexts**

Students focus on reading skills necessary for university academic work, stressing reading strategies and vocabulary development. Primary focuses are understanding difficult texts and vocabularies, increasing reading speed and encouragement of recreational reading in English. Topics include essay and academic texts; careful reading, skimming and scanning skills, and summarizing. ESL 123 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 083. Both courses require a placement test or permission of the IEP director.

ESL 084 / ESL 124 (F,S) 3 hrs. cr.

### **ESL Academic Composition**

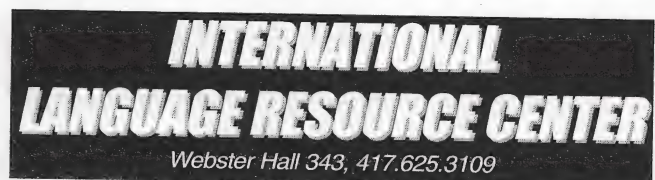
This course is designed to help the ESL learner master English syntax at the essay and formal paper level, with introduction to basic citation form. Emphasis is on academic discourse styles in development of the essay and other types of classroom written work. Topics include development of a thesis through essay organization and writing clearly under the pressure of time. ESL 124 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 084. Both courses require a placement test or permission of the IEP director.

ESL 085 / ESL 125 (F,S)

3 hrs. cr.

### **ESL Skills for the University**

This is a multi-skills course which focuses on student language needs for the American university classroom. While the topic under study will change from semester to semester, the primary focus on multiple language skills adequate for university work remains the same. Students will explore an academic topic through extensive reading, writing and research, class discussion, lecture note taking, and examinations at a level expected of first year students. Students will not only practice skills learned from earlier classes, they will learn strategies to deal with the volume of work required in university classes. ESL 125 is open only to students on international exchange for whom the course can carry transfer credit to their home programs; all other students register for ESL 085. Both courses require a placement test or permission of the IEP director.



**Faculty** Tatiana Karmanova – Director

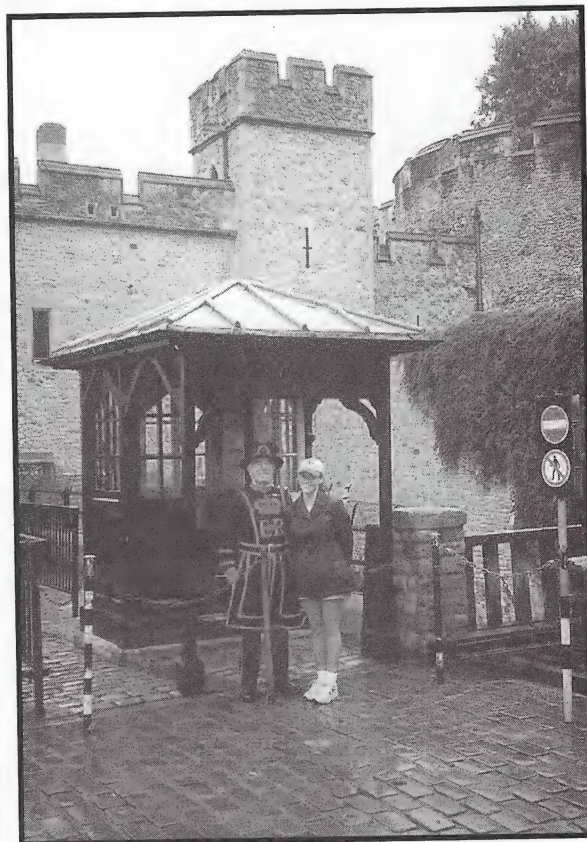
The mission of the International Language Resource Center is to promote, improve, and strengthen foreign language instruction on the MSSU campus, in area schools, and in the community at large. The International Language Resource Center contributes to the MSSU International Mission by offering a variety of resources and services to develop intercultural sensitivity and understanding as well as to promote appreciation of our own cultural diversity.

Our resources and services include:

- state-of-the-art language lab
- foreign language tutorial services
- viewing, recording, and duplicating facilities
- collection of books and dictionaries, audio and video materials, compact and laser discs, and computer software
- outreach foreign language classes in local schools, MSSU campus, and the Joplin library
- professional development workshops
- Modern Foreign Language Field Day for area schools
- Spanish Village summer immersion camp
- list of speakers of other languages in the area
- foreign language newspapers
- International Channel and TV5 broadcasts.

The Center is committed to ongoing improvement through continuous assessment and evaluation of its practices and services.

# *Study Abroad*





# ***Interdisciplinary Studies***

**Sustainability and Ecolonomics**

**Honors Program**

**Multimedia**

**Pre-Law**

# Interdisciplinary Studies

In today's complex environment, the lines between disciplines are becoming blurred. The solution to problems and the jobs that go with them will increasingly require the application of principles from a variety of disciplines. The goal of interdisciplinary study is to help students develop knowledge and skills outside the traditional disciplinary boundaries.

## SUSTAINABILITY AND ECOLONOMICS

Sustainability refers to practices that maintain natural resources at least at their present level. Ecolonomics, a phrase coined by MSSU alumnus Dennis Weaver, is the promotion of sustainable alternatives that are economically profitable. The certificate program in Ecolonomics develops an understanding of these issues and the Minor in Sustainability explores the subject in greater detail as related to science, economics, and public policy.

### Certificate in Ecolonomics

Econ 180	The American Economic System	
OR		
Econ 201	Principles of Economics (Macro)	3
Bio/EH 312	Environmental Biology (WI)	4
PSc 421	Public Administration	3
Mids 402	Future Environments: An Introduction to Sustainability	3
		<b>13</b>

### Minor in Sustainability

Econ 202	Principles of Economics (Micro)*	3
Econ 401	Microeconomic Analysis *	3
PSc 342	Public Policy	3
PSc 421	Public Administration	3
MIDS 402	Sustainability**	3
Bio 312	Environmental Biology (WI)	4
<b>Select one of the following:</b>		
Bio/EH 304	Geographic Information Systems	3
Bio 352	Biomes	1-3
Bio 370	Environmental Health	3
Bio 402	General Ecology (WI)	4
Bio 481	Aquatic Ecology (WI)	4
Geol 300	Environmental Geology	4
IntS 302	World Environmental Issues	3
		<b>20-23</b>

\*Econ 180 or Econ 201 is an acceptable prerequisite for Econ 202 and Econ 401.

\*\*The capstone course, MIDS 402, should not be taken until the student has completed a majority of the minor courses, preferably during the senior year.

### For additional information contact:

Dr. Tom Simpson  
Office: Webster Hall 239  
Phone: 417.625.3112  
Email: simpson-t@mssu.edu

## Course Descriptions

MIDS 402 (Demand) 3 cr. hrs.  
**Future Environments: An Introduction to Sustainability**  
This capstone to the Ecolonomics Certificate applies the principles of ecology, economics, and public administration to sustainability, which is the discipline that promotes a quality life and sound economy in an environment that maintains natural resources. The course emphasizes practical applications. Prerequisites: Bio/EH 312, Econ 180 or Econ 201, and PSc 421.

## HONORS PROGRAM

The Honors Program at Missouri Southern State University is intended to encourage academic excellence by providing special opportunities and challenges for exceptional students. While students will take courses offered in Southern's regular curriculum, the following courses are specifically designed for Honors students. For a complete description of the program, please see pages 39-41.

## Course Descriptions

MIDS 101 (F,S) 1 hr. cr.  
**Honors Forum**  
An open forum to introduce Honor students to the principles and practice of scholarly inquiry and active learning. Students in small groups are responsible for the selection, design, research, and presentation of topics covering a range or a combination of disciplines. May be taken up to three times for credit.

**MIDS 201 (F, S)** 1 hr. cr.  
**Service Learning**  
 By engaging the Honors students as volunteers in unfamiliar institutions which are oriented toward public service, this experience is designed to lead the students through a critical analysis of the organization's culture and dominant paradigms of thought encountered during the time of service.

**MIDS 298 (Demand)** 1-4 hrs. cr.  
**Interdisciplinary Seminar**  
 An interdisciplinary course. Topics will vary. Open to all students. 1-4 credit hours. Pre-requisites will vary according to topic. Enrollment with instructor's permission only.

**MIDS 390 (F)** 3 hrs. cr.  
**Honors International Study**  
 A directed reflective analysis of an international study experience in either a domestic or foreign culture wherein the Honors student is engaged in service and/or learning which requires an understanding of the world views and principal paradigms which shape that culture. The course is designed to equip the student to articulate with maturity and sophistication the values of a service and/or learning experience in a foreign culture. Required of all Honors students

**MIDS 398 (Demand)** 3 hrs. cr.  
**Interdisciplinary Seminar**  
 An interdisciplinary Honors course. Topics will vary. Open to juniors and seniors in the Honors Program and to others with a 3.5 GPA with instructor's permission. Prerequisites: Membership in the Honor's Program and completion of 60 or more credit hours or 3.5 GPA and instructor's permission.

## MULTIMEDIA

The minor in Multimedia is designed to allow students to gain the skills necessary for careers in a variety of occupations such as business communications, advertising, graphics and the arts, network communication systems, and business and media communication. Students will gain skills in software, multimedia design, programming, communication, marketing, and strategy development.

### Minor in Multimedia

#### Required:

MM 405	Internet Marketing	3
CIS 110	Programming I	3
Art 101	Basic Design I	3
Comm101	Intro to Human Comm	3

#### For Business emphasis + Choose two\*:

MM 337	Management Information Systems	3
MM 401	Promotional Strategy	3
MM 432	Consumer Behavior	3

#### For Technology emphasis + Choose two\*:

CIS 305	Microcomputer Applications I	3
CIS 310	Microcomputer Applications II	3
CAMT 210	Computer Animation for Industry	3

#### For Art/Graphic Design emphasis + Choose two\*:

Art 215	Computer Graphics-Publishing	3
Art 240	Typography and Lettering	3
Art 315	Computer Graphics-Imaging and Web Design	3

#### For Communication emphasis + Choose two\*:

Comm 130	Introduction to Mass Communication	3
Comm 200	Audio Production for Media	3
Comm 311	Introduction to Public Relations	3
Comm 470	New Media Technology	3

**Total for Minor (Multimedia)** 6 18

\*Other courses may be substituted with permission of adviser.

## PRE-LAW

Webster Hall 234, 417.625.9333

**Faculty Advisers** Scott, Yates

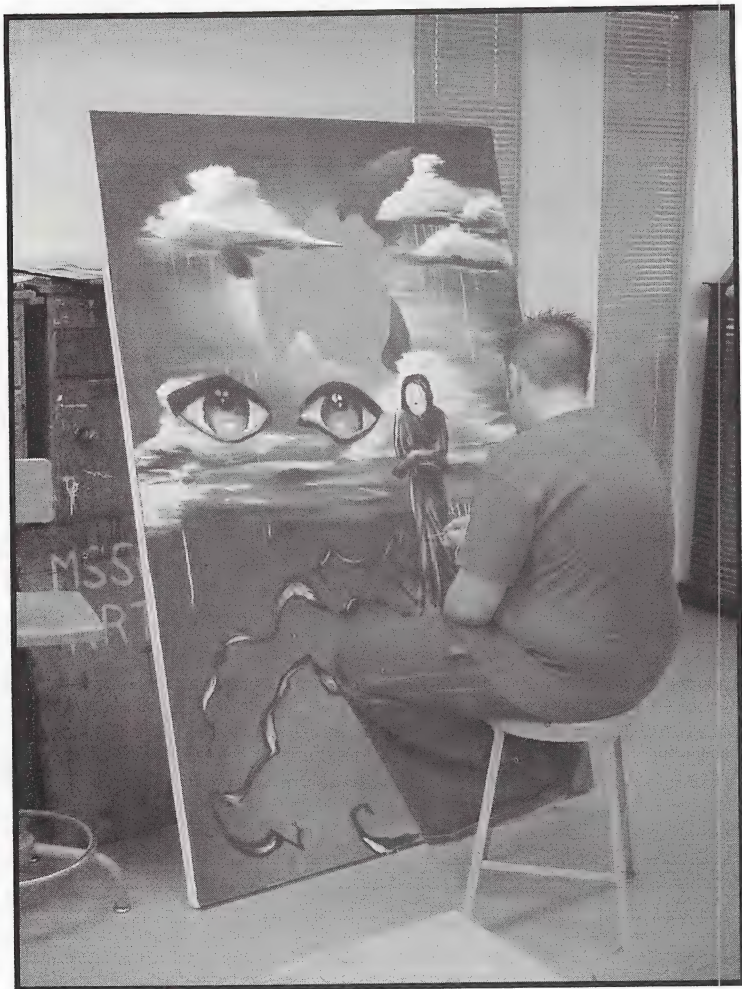
There is no special course of study required for pre-law students at Southern. There is also no formal major in pre-law. However, the University offers a variety of activities such as Law School Admissions Test (LSAT) training sessions, field trips to law schools, and on-campus visits by law school recruiters to help students prepare for and select a law school. Although there is no pre-law major at Southern, there are a variety of course offerings which would be helpful to a student desiring to enter law school. Courses which help develop skills in reading comprehension and analytical thinking are especially important. Courses which acquaint the student with legal vocabulary and "hypothetical" exam questions, which are the staple of law school exams, may also be useful.

The curriculum for pre-law students should be jointly planned by the student and one of the pre-law advisers. The student may major in almost any discipline emphasizing development of the academic skills necessary to prepare the student for performing well on the LSAT and for the rigorous study required in law school. The major will also be determined by the student's general area of academic interest and by the type of law, such as government service, private practice, corporate law, or criminal prosecution or defense which the student plans to practice.

#### For additional information contact:

Dr. Trina Scott  
 Phone: 417.625.3143  
 Email: scott-t@mssu.edu

Dr. Michael Yates  
 Phone: 417.625.9333  
 Email: yates-m@mssu.edu



## *Campus Life*





# ***University Organization***

**University History**

**Governors/Trustees**

**Memberships**

**Accreditations**

**Administrative Staff**

**Faculty**

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**Policy Changes**

**Applications**

# University History

The citizens of Joplin, who in the late 1930s asked the public school district to offer college classes, could not have envisioned the sprawling campus and multidiscipline curriculum that today is Missouri Southern State University. From that initial request came Joplin Junior College, founded in 1937 as part of the Joplin school system. Nine faculty members and 114 students began classes under the auspices of the Extension Division of the University of Missouri in the new high school building.

In the spring of 1938, voters approved almost 5-to-1 a bond proposal that would assure the continuation of the junior college. During the next 25 years Joplin Junior College established a national reputation for outstanding academic strength, a strong foundation for what was to come. By the mid-1960s, area citizens again recognized the need for expanded educational opportunities.

In 1964, the citizens voted in an 8-1 majority to create the Junior College District of Jasper County with a Board of Trustees to govern the newly named Jasper County Junior College. The following year, the Missouri General Assembly established a two-year senior college to be funded by the state when facilities of the junior college became available. The district would continue to fund the freshman and sophomore years.

The area again responded with enthusiastic and generous support to fund the building of a new campus on the site of the Mission Hills Farm to house the growing college. Administration and faculty, working with other college educators around the state, began developing the new curriculum. In

August 1967, students gathered for the first time on the new campus of Missouri Southern State College.

The dual funding arrangement with the state continued until 1977 when on July 1 the State of Missouri officially took on the responsibility of funding the entire College.

With growing global interdependence, it became clear that Missouri Southern must prepare its students to function successfully in the emerging global economy. So in June 1990, plans were announced to pursue the expansion of the College's mission to incorporate an international emphasis in all its academic and special programs. In 1995, the Missouri General Assembly approved House Bill 442, directing the institution to "develop such academic support programs and public service activities it deems necessary and appropriate to establish international or global education as a distinctive theme of its mission." Many new programs in international education that enrich and complement the existing programs are now in place.

On July 12, 2003, Missouri Governor Bob Holden officially signed Senate Bill 55, which renamed Missouri Southern State College as Missouri Southern State University-Joplin. August 28, 2003 marked the official date the name changed. The legislation was sponsored by Gary Nodler in the Senate and Bryan Stevenson in the House. Provisions of the legislation also allowed MSSU to begin offering cooperative master's degree programs.

Today Missouri Southern State University remains a proud member of the state's higher education family while continuing to serve the region that is an integral part of its past.

## Board of Governors

Charles C. McGinty	2004
Dwight Douglas	2005
Elizabeth A. Deffenbaugh	2006
Douglas A. Brooks	2007
Jane Wyman	2008
Rod Anderson	2009
David W. Ansley	2010

## Board of Trustees

Donald R. Patterson  
Jerry E. Wells

## Memberships

American Assembly of Collegiate Schools of Business  
American Association of Colleges for Teacher Education  
American Association of Colleges of Nursing  
American Association of State Colleges and Universities  
American Council on Education  
Association of Collegiate Business Schools and Programs  
Association of Environmental Health Academic Programs  
Association of Governing Boards of Universities & Colleges  
Council for Higher Education Accreditation  
Council for the Advancement and Support of Education  
Institute of International Education  
Mid-America Intercollegiate Athletics Association  
Missouri Academy of Science  
Missouri Association for Blacks in Higher Education  
Missouri Biotechnology Association  
National Collegiate Athletic Association

National League for Nursing Baccalaureate and Higher Degree Programs  
North Central Association  
Teacher Education Council of State Colleges and Universities

## Accreditations and Approvals

Accredited by The Higher Learning Commission and a member of the North Central Association, 30 N. LaSalle Street, Suite 2400, Chicago, IL 60602-2504, Phone: 800-621-7440, Web Site: [www.NCAihs.org](http://www.NCAihs.org)

Accreditation Board for Engineering and Technology  
Association of Collegiate Business Schools and Programs  
Commission on Accreditation on Allied Health Education Programs-Respiratory Therapy  
Commission on Dental Accreditation, American Dental Association  
Committee on Accreditation for Respiratory Care  
Joint Review Committee on Education in Radiologic Technology  
Missouri State Board of Nursing  
Missouri State Department of Elementary and Secondary Education

National Accrediting Agency for Clinical Laboratory Science  
National Council for the Accreditation of Teacher Education, 2010 Massachusetts Avenue, N.W., Suite 500, Washington, DC 20036, Phone: 202-466-7496  
National Environmental Health Science and Protection Accreditation Council  
National League of Nursing Accrediting Commission  
Police Officers Standards and Training

*Information concerning accreditation, including copies of pertinent documents, may be obtained from the Office of the Vice President for Academic Affairs.*

# Administration

President .....	Julio S. León
Vice President for Academic Affairs .....	Richard J. McCallum
Vice President for Business Affairs .....	Theresa A. Agee
Vice President for Lifelong Learning .....	Jack G. Spurlin
Assistant Vice President for Academic Affairs .....	Betsy Q. Griffin
Assistant Vice President for Assessment and Institutional Research .....	Delores A. Honey
Assistant Vice President for Information Services .....	J. Steve Earney
Assistant Vice President and Dean of Students .....	Douglas M. Carnahan
Dean, School of Arts and Sciences .....	John P. Messick
Dean, School of Business Administration .....	Brad A. Kleindl
Dean, School of Education .....	Michael J. Horvath
Assistant to the Dean, School of Education .....	Al R. Cade
Dean, School of Technology .....	Tia M. Strait
Head, Department of Accounting .....	S. Mark Comstock
Head, Department of Art .....	Nicholas S. Kyle
Head, Department of Biology .....	Scott J. Wells
Head, Department of Communication and Foreign Languages .....	Jay R. Moorman
Head, Department of Computer Information Science .....	Jack L. Oakes
Head, Department of Criminal Justice .....	C. Blake Wolf
Head, Department of Dental Hygiene .....	Sandra A. Scorse DeTar
Head, Department of English and Philosophy .....	Dale W. Simpson
Head, Department of Finance/Economics & International Business .....	Richard Rawlins
Head, Department of Kinesiology .....	Patsy K. Lipira
Head, Department of Marketing/Management .....	Holland (Neal) Blades
Head, Department of Mathematics .....	Juan L. Vazquez
Head, Department of Music .....	Phillip Wise
Head, Department of Nursing .....	Barbara J. Box
Head, Department of Physical Sciences .....	Marion E. Sloan
Head, Department of Psychology .....	Gwendolyn K. Murdock
Head, Department of Social Science .....	Richard B. Miller
Head, Department of Teacher Education .....	Deborah Pulliam
Head, Department of Theatre .....	Jay E. Fields
Director of Alumni Affairs .....	Lee E. Pound
Director of Athletics .....	Sallie L. Beard
Director of Budgeting and Operations .....	Jeff L. Gibson
Director of Campus Recreation and Wellness .....	Darren S. Fullerton
Director of Career Services .....	Patricia Hurley
Director of Enrollment Services .....	Derek S. Skaggs
Director of Health Center .....	W. Janice Dipley
Director of Honors Program .....	Patricia P. Kluthe
Director of Housing .....	Debra A. Gipson
Director of Human Resources .....	Deborah Dutch Kelley
Director of Institute of International Studies .....	Chad D. Stebbins
Director of International English Program .....	William G. Trudeau
Director of International Language Resource Center .....	Tatiana V. Karmanova
Director of Learning Center .....	Eillen A. Godsey
Director of Lifelong Learning .....	R. Jerry Williams
Director of Major Gifts and Planned Giving .....	John W. Tiede
Director of Missouri Southern Foundation .....	Curtis Betebenner
Director of Physical Plant .....	Robert L. Harrington
Director of Project STAY .....	Susan Craig
Director of Public Information .....	Rod E. Surber
Director of Student Activities .....	Julie Blackford
Director of Student Financial Aid .....	James E. Gilbert
Director of Student Support Center .....	Kelly E. Wilson
Director of Upward Bound .....	Kathy Feith
Registrar .....	Sandra Gieson
Treasurer .....	Rob J. Yust
Library Director .....	Wendy McGrane

## Faculty

*(Date indicates first year of full-time MSSU service)*

### **T. Kaye Abight**

Assistant Professor, Teacher Education 1999  
Bachelor's (B.S.E.), Missouri Southern State College  
Master's (M.Ed.), Southwest Missouri State University  
Specialist (Ed.S.), Pittsburg State University  
Doctorate (Ed.D.), St. Louis University

### **Nii A. Abrahams**

Assistant Professor, Economics 1999  
Bachelor's (B.Sc.), University of Ghana  
Master's (M.S.), University of Massachusetts  
Doctorate (Ph.D.), Pennsylvania State University

### **David L. Ackiss**

Professor, English & Philosophy 1981  
Bachelor's (B.A.), Davidson College  
Master's (A.M.), College of William and Mary  
Doctorate (Ph.D.), Duke University  
Summer Studies, Oxford University, England

### **Alan R. Adkins**

Instructor, Mathematics 2001  
Bachelor's (B.S.E.), Pittsburg State University  
Master's (M.S.), Pittsburg State University

### **Laura L. Adkins**

Assistant Professor, Mathematics 1980  
Bachelor's (B.S.E.), Missouri Southern State College  
Master's (M.S.), Pittsburg State University  
Doctorate (Ed.D.), Nova Southeastern University

### **Theresa A. Agee**

Professor, Business 1992  
Vice President for Business Affairs  
Bachelor's (B.A.), William Jewell  
Law Degree (J.D.), University of Utah, College of Law

### **Lawrence R. Albright, II**

Professor, Chemistry 1969  
Bachelor's (B.S.), Northwest Missouri State University  
Master's (M.S.), University of Nebraska  
Doctorate (Ph.D.), University of Nebraska

### **Marsi E. Archer**

Associate Professor, Chemistry 1998  
Bachelor's (B.S.), James Madison University  
Doctorate (Ph.D.), Ohio State University

### **Grace E. Ayton**

Associate Professor, Nursing 1986  
Bachelor's (B.S.N.), Columbia Union College  
Master's (M.N.), Wichita State University

### **Scott Bailey**

Instructor, Kinesiology 2004  
Assistant Football Coach  
Bachelor's (B.S.), Pittsburg State University

### **J. Mari Beth Barr**

Associate Professor, Nursing 1999  
Bachelor's (B.S.N.), Pittsburg State University  
Master's (M.S.N.), University of Mississippi  
Doctorate (Ph.D.), University of Missouri-Kansas City

### **Francis L. Bartholet**

Assistant Professor, Computer Aided Drafting and Design 1987  
Bachelor's (B.S.), St. Cloud State University  
Master's (M.Ed.), University of Minnesota  
Doctoral Candidate, Nova Southeastern University

### **Dorothy C. Bay**

Associate Professor, Biology 1996  
Bachelor's (B.S.), Missouri Southern State College  
Master's (M.S.), Pittsburg State University  
Doctorate (Ph.D.), St. Louis University

### **Sallie L. Beard**

Associate Professor, Kinesiology 1972  
Athletics Director  
Bachelor's (B.S.), Missouri Southern State College  
Master's (M.S.), Pittsburg State University

### **Sheri L. Beeler**

Assistant Professor, Kinesiology 1995  
Bachelor's (B.S.E.), Missouri Southern State College  
Master's (M.S.E.), Central Missouri State University  
Doctorate (Ed.D.), St. Louis University

### **Elizabeth Betebenner**

Instructor, Teacher Education 2002  
Bachelor's (B.S.), Saint Olaf College  
Master's (M.S.), Phillips University  
Doctoral Studies, University of Arkansas

### **Robert S. Black**

Assistant Professor, Library 1988  
Reference/Periodicals Librarian  
Bachelor's (B.A.), Millikin University  
Master's (M.L.S.), Indiana University

### **William R. Black**

Assistant Professor, Biology 2000  
Bachelor's (B.S.), University of Washington  
Doctorate (M.D.), University of Washington  
Master's of Public Health, University of Oklahoma

### **Holland C. Blades, Jr.**

Professor, Marketing 1987  
Head, Department of Marketing & Management  
Bachelor's (B.A.), Millsaps College  
Master's (M.B.A.), University of Southern Mississippi  
Doctorate (Ph.D.), University of Arkansas

### **Beverly A. Block**

Professor, Business 1984  
Bachelor's (B.S.), Southern Nazarene University  
Master's (M.Ed.), University of Arkansas  
Doctorate (Ed.D.), University of Arkansas

### **Barbara J. Box**

Professor, Nursing 1986  
Director of Nursing  
Bachelor's (B.S.N.), Carlow College  
Bachelor's (B.A.), Missouri Southern State College  
Master's (M.S.), University of Oklahoma  
Doctorate (Ed.D.), Oklahoma State University

### **Karen Bradshaw**

Instructor, Business 1985  
Bachelor's (B.B.A.) Pittsburg State University  
Master's (M.B.A.) Pittsburg State University

**Barry E. Brown**

Professor, English & Philosophy 1987  
Bachelor's (B.A.), Kalamazoo College  
Master's (M.A.), Columbia University  
Master's (M.A.), University of Rochester  
Doctorate (Ph.D.), University of Rochester

**James F. Brown**

Professor, English & Philosophy 1984  
Bachelor's (B.S.), University of Iowa  
Master's (M.A.), University of Iowa  
Master's (M.A.), University of Iowa  
Doctorate (Ph.D.), University of Iowa

**Joey R. Brown**

Assistant Professor, English & Philosophy 2000  
Director of Writing Program  
Bachelor's (B.A.), Cameron University  
Master's (M.A.), University of Oklahoma  
Doctorate (Ph.D.), University of Oklahoma

**Ward H. Bryant**

Assistant Professor, Communication & Foreign Languages 1992  
Bachelor's (B.S.J.), University of Kansas  
Master's (M.S.), University of Kansas

**Gregory J. Buchholz**

Assistant Professor, Economics 2002  
Bachelor's (B.S.B.A.), Rockhurst University  
Master's (M.A.), University of Notre Dame  
Doctorate (Ph.D.), University of Notre Dame

**Al Cade**

Assistant Professor, 1996  
Assistant to the Dean of Education  
Bachelor's (B.S.E.), Northwest Missouri State University  
Master's (M.Ed.), Northwest Missouri State University  
Doctorate (Ed.D.), St. Louis University

**James J. Capecci**

Instructor, 2002  
Circulation/Document Delivery Librarian  
Bachelor's (B.S.) Southwest Missouri State University  
Master's (M.L.S.) University of Missouri-Columbia

**Douglas M. Carnahan**

Professor, Student Services 1978  
Assistant Vice President and Dean of Students  
Bachelor's (B.A.), Bowling Green State University  
Master's (M.Ed.), University of Georgia  
Specialist (Ed.S.), Pittsburg State University  
Doctoral Studies, Oklahoma State University

**Albert J. Carnine**

Professor, Music 1977  
Bachelor's (B.M.E.), Illinois Wesleyan University  
Master's (M.M.), Southern Methodist University  
Master's (M.M.E.), Southern Methodist University  
Doctorate (D.M.A.), University of Texas

**Patrick Cassens**

Professor, Mathematics 1988  
Bachelor's (B.S.), Saint Louis University  
Master's (M.S.), Saint Louis University  
Doctorate (Ph.D.), Saint Louis University  
Post Doctoral Studies, Harvard University

**Christie Cathey**

Assistant Professor, Psychology 2002  
Bachelor's (B.A.), Hendrix College  
Master's (M.A.), University of Connecticut  
Doctorate (Ph.D.), University of Connecticut

**Lawrence H. Cebula**

Associate Professor, History 1996  
Bachelor's (B.A.), University of Chicago  
Master's (M.A.), Eastern Washington University  
Doctorate (Ph.D.), College of William and Mary

**Eugene Chang**

Assistant Professor, Communication & Foreign Languages 2002  
Bachelor's (B.A.), Yale University  
Master's (M.A.), Yale University  
Doctoral Candidate, Yale University

**Roger D. Chelf**

Professor, Physics 1995  
Bachelor's (B.S.), University of Kentucky  
Master's (M.S.), University of Kentucky  
Doctorate (Ph.D.), Georgia Institute of Technology

**Val A. Christensen**

Associate Professor, Art 1979  
Coordinator, Spiva Art Gallery, MSSC  
Bachelor's (B.F.A.), University of Nebraska-Lincoln  
Master's (M.F.A.), Wichita State University

**Charles (Bud) L. Clark**

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Choral Director  
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Certified Pulmonary Function Technologist (CPFT)  
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Assistant Professor, Biology 2002  
Bachelor's (B.A.) University of New Hampshire  
Master's (M.A.) University of Montana  
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Associate Professor, Teacher Education 1994  
Head, Department of Teacher Education  
Bachelor's (B.S.), Southwest Missouri State University  
Master's (M.S.), University of Missouri-Columbia  
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Associate Professor, Finance 1988  
Head, Department of Finance/Economics  
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Doctorate (Ph.D.), University of Arkansas

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Instructor, Kinesiology 2004  
Assistant Football Coach  
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Assistant Professor, Music 1999  
Marching Band Director  
Bachelor's (B.M.E.), Northeast Missouri State University  
Master's (M.A.), Northeast Missouri State University

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Doctorate (Ph.D.), University of Nevada

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Master's (M.S.N.)/Family Nurse Practitioner  
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Assistant Professor, Teacher Education 2003  
Director of Clinical Field Experiences  
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Specialist in Education (Ed.S.), South East Missouri State University  
Doctoral Candidate - Vanderbilt University

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Assistant Professor, English & Philosophy 1987  
Bachelor's (B.A.), Central State University, Ohio  
Master's (M.A.), Pittsburg State University  
Doctoral Studies, University of Tulsa

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Associate Professor, Biology 1997  
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Medical Technologist Certification (ASCP), University of Iowa  
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Doctorate (Ph.D.), Wright State University

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Bachelors, (B.G.S.), Missouri Southern State College

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Assistant Professor, Business 1984  
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Graduate Studies, University of Northern Iowa, Laverne University,  
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Bachelor's (B.S.E.), Ouachita Baptist University  
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Bachelor's (A.B.), University of Illinois  
Master's (A.M.), University of Illinois  
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Associate Professor, Communication & Foreign Languages 1996  
Bachelor's (B.A.), Washington University-St. Louis  
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Bachelor's (B.A.), Trinity University  
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Reference/Instruction Librarian  
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Instructor, Computer Assisted Manufacturing Technology 1994  
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Head, Department of Dental Hygiene  
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Bachelor's (B.A.), Harding University  
Master's (M.A.), University of North Texas  
Doctorate (Ph.D.), University of North Texas  
Oxford Summer Study, 2001

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Associate Professor, Political Science 1990  
Bachelor's (B.A.), Chapman College  
Master's (M.A.), University of Northern Colorado  
Doctorate (Ph.D.), University of Missouri-Kansas City

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Professor, Physics 1967  
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Master's (M.S.), Central Missouri State University

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Master's (M.S.), Pittsburg State University  
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Professor, Technology 1975  
Vice President for Lifelong Learning  
Bachelor's (B.S.), Northeast Missouri State University  
Master's (M.S.), Central Missouri State University  
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Doctorate (Ed.D.), Oklahoma State University

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Assistant Professor, Criminal Justice 1998  
Bachelor's (B.S.), Missouri Southern State University  
Master's (M.S.), Pittsburg State University  
Post Certified Instructor - Child Abuse, Domestic Violence, Firearms

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Associate Professor, Political Science 1964  
Bachelor's (A.B.), Pittsburg State University  
Master's (M.A.), Pittsburg State University  
Master's (M.S.), Pittsburg State University

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Professor, Communication & Foreign Languages 1984  
Director, Institute of International Studies  
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Professor, Management 1988  
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Dean, School of Technology  
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Bachelor's (B.G.S.), Missouri Southern State College  
Master's (M.S.), Pittsburg State University  
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Associate Professor, Chemistry 1995  
Bachelor's (B.S.), Portland State University  
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Associate Professor, History 1991  
Bachelor's (B.A.), University of California, Davis  
Master's (M.A.), University of California, Davis  
Master's (M.A.), Stanford University  
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Professor, History 1982  
Bachelor's (B.A.), Case Western Reserve University  
Master's (M.A.), Ohio State University  
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Master's (M.A.), Webster University  
Specialist (Ed.S.), Pittsburg State University

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Master's (M.A.), University of Kansas  
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Master's (M.A.), University of Texas  
Law Degree (J.D.), University of Texas  
Doctorate (Ph.D.), University of Texas

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Head Women's Volleyball Coach  
Bachelor's (B.S.E.), Southern Nazarene University  
Master's (M.Ed.), Central State University  
Doctorate (Ph.D.), St. Louis University

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Assistant Professor, Institute of International Studies 2003  
Director, International English Program  
Bachelor's (A.B.), Adrian College  
Master's (M.Th.), Southern Methodist University  
Master's (MA-TESL), Northern Arizona University

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Associate Professor, Computer Information Science 1985  
Bachelor's (B.A.), Texas A & M University  
Master's (M.Ed.), Texas State University  
Certified Data Processor (CDP)  
Graduate Studies, Incarnate Word University, St. Mary's University

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Instructor, Kinesiology 2004  
Assistant Softball Coach  
Bachelor's (B.S.), Ohio University

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Head Baseball Coach  
Bachelor's (B.S.E.), Pittsburg State University  
Master's (M.S.), Pittsburg State University

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Bachelor's (B.A.), University of Puerto Rico  
Master's (M.Ed.), University of Illinois  
Doctorate (Ph.D.), University of Florida

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Associate Professor, Business 1988  
Bachelor's (B.S.), University of Tennessee-Knoxville  
Master's (M.B.A.), University of Mississippi  
Doctorate (D.B.A.), Louisiana Tech University  
CQE (Certified Quality Engineer)

**Steven T. Wagner**

Assistant Professor, History 2000  
Bachelor's (B.A.), Purdue University  
Master's (M.A.), Purdue University  
Doctorate (Ph.D.), Purdue University

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Professor, English & Philosophy 1979  
Bachelor's (B.S.E.), Pittsburg State University  
Master's (M.A.), Pittsburg State University  
Doctorate (Ph.D.), University of Arkansas

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Instructor, Kinesiology 2004  
Head Football Coach  
Bachelor's (B.A.), Drake University  
Master's (M.A.), Truman State

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Bachelor's (B.A.), Notre Dame College  
Master's (M.A.), Middlebury College  
Master's (M.A.), Middlebury College  
Doctorate (D.M.L.), Middlebury College  
Advanced Studies, Université de Paris X, Université Cheik Anta  
Diop, Université de Laval

**N. Ree Wells**

Associate Professor, Sociology 1993  
Bachelor's (B.S.), Louisiana State University  
Master's (M.A.), Louisiana State University  
Doctorate (Ph.D.), Louisiana State University  
Summer Studies, University of Hyderabad, Hyderabad, India

**Scott J. Wells**

Associate Professor, Biology 1993  
Head, Department of Biology  
Doctorate (D.V.M.), University of Missouri

**Rhonda L. White**

Assistant Professor, Dental Hygiene 1987  
Bachelor's (B.S.), University of Missouri-Kansas City

**R. Jerry Williams**

Assistant Professor, Lifelong Learning 1986  
Director of Lifelong Learning  
Bachelor's (B.S.), University of Nebraska  
Master's (M.A.), Bowling Green State University  
Doctorate (Ed.D.), Oklahoma State University

**Phillip C. Wise**

Associate Professor, Music 1995  
Head, Department of Music  
Bachelor's (B.A.), William Penn University  
Master's (M.A.), California State University, Dominguez Hills  
Doctorate (Ph.D.), Union Institute & University

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Professor, Criminal Justice 1990  
Head, Department of Criminal Justice  
Bachelor's (B.S.), Missouri Southern State University  
Law Degree (J.D.), University of Arkansas

**Ann C. Wyman**

Assistant Professor, Political Science 2003  
Bachelor's (B.S.), Lindenwood College  
Master's (M.A.), Mississippi State University  
Master's (M.A.), University of Maryland  
Doctorate (Ph.D.), University of Maryland

**Michael L. Yates**

Professor, Political Science 1980  
Bachelor's (B.A.), Southern Illinois University  
Master's (M.Ed.), Southern Illinois University  
Law Degree (J.D.), University of Missouri - Columbia  
Summer Studies, Oxford University, England

**Karolyn L. Yocum**

Professor, Communication & Foreign Languages 1986  
Bachelor's (B.S.E.), Kansas State College  
Master's (M.S.), Kansas State College  
Specialist (Ed.S.), Central Missouri State University  
Doctorate (Ph.D.), Ohio State University

**Emeritus Faculty****Enid Blevins**

English 1966

**Loretta Frazier**

Head Librarian 1948

**J. Merrell Junkins**

Psychology 1963

**Cleetis Headlee**

English 1946

**Duane L. Hunt**

Theatre 1964

**Richard Massa**

Communications 1972

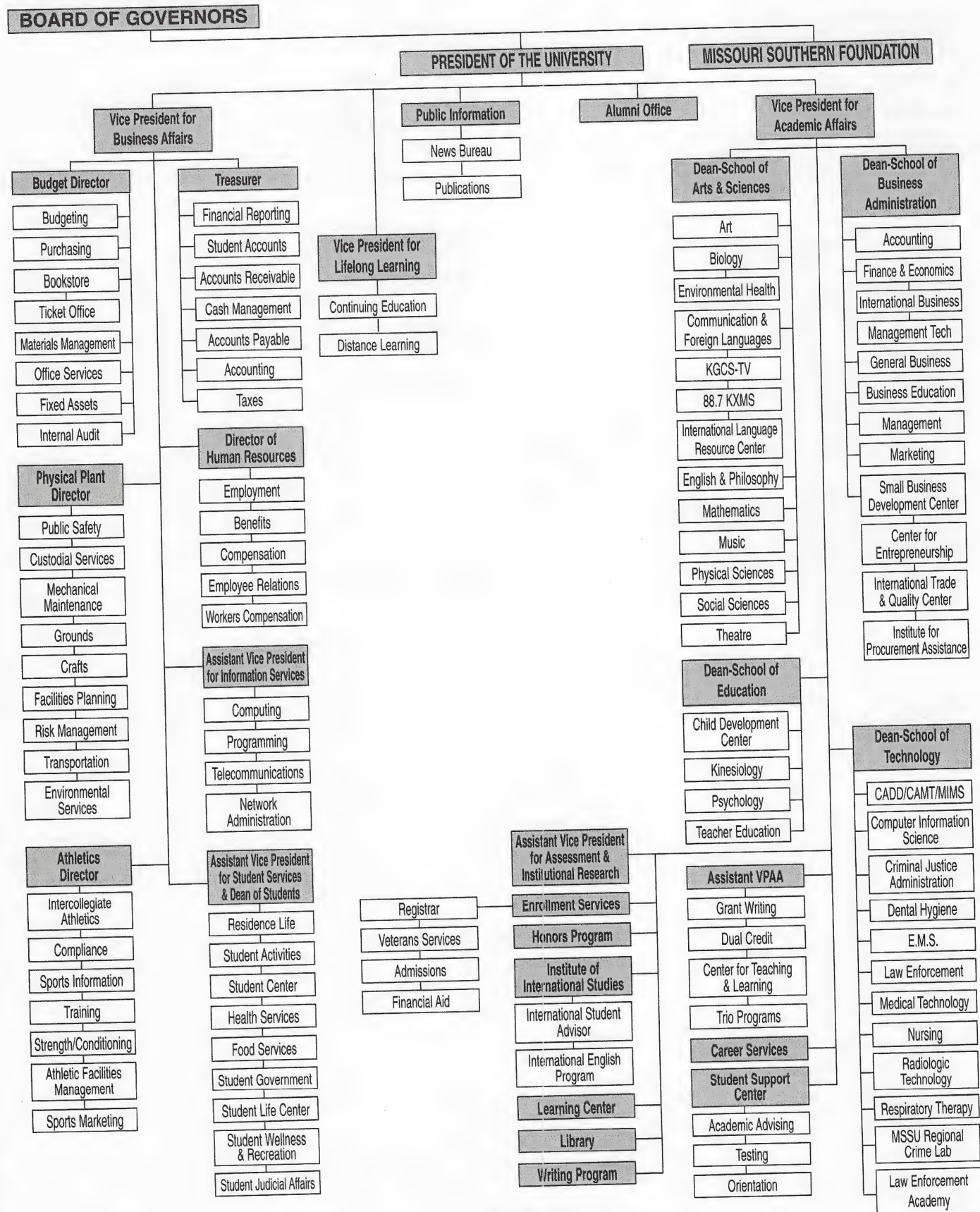
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English 1958

**Gail Renner**

Social Science (History) 1965

(Date is first year of service.)



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## Disability Access

It is Missouri Southern State University's policy to provide access to its programs and facilities to all students, faculty, staff and guests so that no one shall, solely by reason of disability, be denied access to, participation in, or the benefits of any program or activity. Students, faculty, staff and guests shall receive reasonable accommodations to provide equally effective access to educational opportunities, programs, and activities in the most integrated setting appropriate unless provision for reasonable accommodation would constitute an undue hardship on the University or would substantially alter essential elements of the academic program or course of study or would otherwise compromise academic standards. This policy shall apply to all programs, services, and activities of the University, including, but not limited to recruitment, admissions, registration, financial aid, academic programs, advising, counseling, student health, housing, employment.

This policy is intended to be consistent with Section 504 of the Rehabilitation Act of 1973, which states that no recipient of federal financial assistance may discriminate against qualified individuals with disability solely by reason of a disability. This policy is also intended to be consistent with Title II of the Americans with Disability Act of 1990 and the Missouri Human Rights Act. To the extent it is inconsistent with said laws, the legal requirements and standards shall govern.

If you are an individual with a disability and require a reasonable accommodation, please contact Melissa Locher, Coordinator for Disability Services in the Learning Center (417.625.9373).

In accordance with the policies and procedures that govern Missouri Southern as a whole, students and faculty members who feel that they have not been accorded their due rights are entitled to grieve the action or lack of action against them. Grievances that are related to an individual's disability, the services provided to him or her or the provision of these services should follow the procedure outlined in Procedure 9.01 when the circumstances relate to academic issues. All other issues (i.e. housing, sporting events, facility access, etc.) should follow the grievance procedures outlined in Procedure 9.02. Information about these procedures is available from the Coordinator for Disability Services, the Dean of Students, or the Vice President for Academic Affairs.

## Policy Changes

The University reserves the right to make changes as required in course offerings, curricula, academic policies, and other rules and regulations affecting students to be effective whenever determined by the University. These changes will govern current and formerly enrolled students. Enrollment of all students is subject to these conditions.

# Missouri Southern State University-Joplin

Application for Admission • \$15.00 non-refundable fee

## PERSONAL INFORMATION

Name \_\_\_\_\_  
Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Preferred name \_\_\_\_\_ Maiden/Former name \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gender: ☐ Male ☐ Female

Are you a veteran? ☐ Yes ☐ No Are you eligible for Veterans Educational Benefits? ☐ Yes ☐ No

Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_ Email Address: \_\_\_\_\_

### Permanent mailing address:

Street or Route \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ How long have you resided at the above address? \_\_\_\_\_ years.

If less than 1 year, indicate address for past year. \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Home Phone Work Phone

What is your racial background? (circle) (Optional)

African American Asian or Pacific Islander Caucasian Hispanic Native American or Alaskan Native Other

Are you a U.S. Citizen? ☐ Yes ☐ No If no, what visa do you hold? \_\_\_\_\_

If no, country of birth. \_\_\_\_\_

Is English your native language? ☐ Yes ☐ No If no, indicate your native language. \_\_\_\_\_

Do you plan to live in the residence halls? ☐ Yes ☐ No (If yes, an application for housing will be sent to you once you have been admitted.)

I am applying as a

- ☐ First Time Freshman ☐ Post Graduate Student ☐ Dual Credit Student\* ☐ Transfer Student  
☐ Former MSSU Student ☐ Non-Degree Seeking ☐ Credit-in-Escrow Student

What field of study (major) are you considering? \_\_\_\_\_

(If you are not sure, please list undecided. Our Student Support Center will help you choose a major later.)

The college term in which you expect to enroll: Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

\*Separate application available

## ACADEMIC INFORMATION

List the high school you graduated from or GED, college or university you have attended (including college work completed during high school).

High School Name/G.E.D.	City	State	From	To	Graduation/yr. received
College/University Name	City	State	From	To	Graduation/yr. received
College/University Name	City	State	From	To	Graduation/yr. received
College/University Name	City	State	From	To	Graduation/yr. received

Are you currently on suspension from any college/university? ☐ Yes ☐ No

If yes, Name of college/university \_\_\_\_\_ Semester & year of suspension \_\_\_\_\_

Have you been immunized against: a. Measles? (2 doses) ☐ Yes ☐ No b. Rubella? ☐ Yes ☐ No

Have you ever been convicted of, or pleaded guilty to a felony? ☐ Yes ☐ No

If yes, explain on a separate sheet of paper.

Father/Guardian's Name \_\_\_\_\_ Employer \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Level of Education/College Attended \_\_\_\_\_  
Home Work

Mother/Guardian's Name \_\_\_\_\_ Employer \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Level of Education/College Attended \_\_\_\_\_  
Home Work

List siblings and their ages (Indicate Relationship) \_\_\_\_\_

Please list relatives who are MSSU students or alumni \_\_\_\_\_

Next of kin (in case of emergency) \_\_\_\_\_ Phone \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Why did you choose to apply to MSSU? \_\_\_\_\_

Who did you find most helpful in the MSSU admission process? \_\_\_\_\_

*Missouri Southern State University-Joplin does not discriminate on the basis of sex, race, creed, color, national origin, disability, or age in its educational programs or activities. For further information concerning disability accessibility, contact the Disability Services Coordinator, Melissa Locher at 417-625-9516.*

I certify that the information provided is complete and correct to the best of my knowledge, and that I have read the admission and transcript requirements.

(Signature) \_\_\_\_\_ (Date submitted) \_\_\_\_\_

# Missouri Southern State University

## Honors Program Application

*March 1: Deadline for Fall Honors applicants*  
*November 15: Deadline for Spring Honors applicants*

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Social Security No: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Telephone No: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Street City State Zip

Highest ACT Composite Score: \_\_\_\_\_

Test Date: \_\_\_\_\_

Have you been admitted to MSSU? Yes ☐ No ☐

If not, please contact the Admissions Office at 417.781.6778 and request an application for admission at once or obtain an application online at [www.mssu.edu](http://www.mssu.edu).

Anticipated Enrollment Date: \_\_\_\_\_  
Semester/Year

Have you applied for financial aid? Yes ☐ No ☐

If not, please consider doing so. You can apply online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or contact the Financial Aid Office at 417.625.9325.

High School GPA: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_

Class Standing: \_\_\_\_/\_\_\_\_

Potential Major: \_\_\_\_\_

Please list awards, extracurricular activities, and interests below. Attach a separate sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Check below if one applies.

- ☐ National Merit Finalist
- ☐ National Merit Semi-Finalist
- ☐ National Merit Letter of Commendation

Please list the names of the two people you plan to ask for references.

Name \_\_\_\_\_ Title \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

### For already enrolled or transfer students:

College/University  
Attended: \_\_\_\_\_

Hours Completed: \_\_\_\_\_ GPA: \_\_\_\_\_

Quarter System: \_\_\_\_\_

Semester System: \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

# INSTRUCTIONS

## REQUIREMENTS

For entering freshmen, an Enhanced ACT composite score of 28 or above or a GPA of at least 3.5 (on a 4-point scale) is required for eligibility to apply for admission to the Honors Program.

Students who have completed at least 15 but fewer than 30 hours of coursework with at least a 3.5 GPA either at Missouri Southern State University or at another accredited college or university are eligible to apply for admission to the Honors Program.

## APPLICATIONS PROCEDURES

### Incoming Freshman

- A completed Honors application and admission Application must be filed.
- Please request that an official high school TRANSCRIPT be sent directly to the Honors Program.
- Your ACT RESULTS must be on record, either separately or on your transcript.
- Arrange to have two LETTERS OF RECOMMENDATION sent directly to the Honors Program, one from your high school principal and one from one of your high school teachers. Additional letters are also invited.
- You need to arrange for an INTERVIEW.
- You may be required to submit an ESSAY describing your academic goals and explaining your participation in the Honors Program.

### Already Enrolled or Transfer Student

- A completed Honors application and admission Application must be filed.
- Please request that an official college TRANSCRIPT be sent directly to the Honors Program.
- Your ACT RESULTS must be on record, either separately or on your transcript.
- Arrange to have two LETTERS OF RECOMMENDATION from your college instructors sent directly to the Honors Program. Additional letters are also invited.
- You will need to arrange for an INTERVIEW.
- You may be required to submit an ESSAY describing your academic goals and explaining your participation in the Honors Program.

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In order to be considered for entrance into the program in the fall semester, all application requirements, including the interview should be completed by **March 1**; for the spring semester all requirements should be received by **November 15**.

### **Send all application materials to:**

Honors Program Director  
Missouri Southern State University-Joplin  
3950 E. Newman Rd.  
Joplin, MO 64801-1595

**Telephone: In Joplin 1-417-625-9300 or 625-3005**

**Toll-Free: 1-866-818-MSSU (6778)**

*Missouri Southern State University-Joplin is an equal opportunity and affirmative action institution.*

*The University reserves the right to amend regulations when necessary.*

*For more information about the University, visit our website*

**www.mssu.edu**

## Patron's Scholarship Application

Please complete both sides of  
application and return to:

**Missouri Southern State University**  
Hearnes Hall, Scholarship Room 117C  
3950 E. Newman Road  
Joplin, Missouri 64801-1595  
417.625.3161

### Office Use

Code \_\_\_\_\_ GPA \_\_\_\_\_  
Scholarship \_\_\_\_\_  
Amount per year \_\_\_\_\_  
Fall \_\_\_\_\_ Spring \_\_\_\_\_

Note: By filing this form you will be considered for any one of 200 Patron Scholarships available through the Missouri Southern State University Scholarship program.

- How to apply:**
1. Must apply or have applied for admission.
  2. Transfer students must have transcripts on file with Registrar's Office.
  3. **You may apply on our web site at [www.mssu.edu](http://www.mssu.edu) instead of using this form.**

**Name** \_\_\_\_\_  
Last First Middle

Security Number \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Male \_\_\_\_\_ Female \_\_\_\_\_ Married \_\_\_\_\_ Single \_\_\_\_\_ Transfer \_\_\_\_\_

Date of High School Graduation \_\_\_\_\_ High School \_\_\_\_\_

H.S. City/State \_\_\_\_\_ Anticipated semester to attend MSSU \_\_\_\_\_

Entering Freshman \_\_\_\_\_ Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_

Major\* \_\_\_\_\_ Minor \_\_\_\_\_

\*Current Students - Please be sure your major is accurately listed with the Registrar's Office.

### Check criteria which apply to you. (These are not the only criteria considered.)

1. Non-traditional student \_\_\_\_\_
2. Beindiek Insurance employee \_\_\_\_\_
3. Son or daughter of MSSU alumni \_\_\_\_\_
4. Graduate - top half of class \_\_\_\_\_
5. Interested in technology major \_\_\_\_\_

**All qualified applicants will receive consideration without regard to non-merit factors:  
race, sex, creed, or disability.**

**Statement of certification:** If I am awarded a scholarship administered  
by Missouri Southern State University, I understand I must meet scholarship renewal criteria.

**Are you receiving any of the following scholarships?** Non-Resident \_\_\_\_\_ Transfer \_\_\_\_\_  
Honors \_\_\_\_\_ Level I \_\_\_\_\_ Level II \_\_\_\_\_ Performance Award \_\_\_\_\_ Athletic \_\_\_\_\_ Diversity \_\_\_\_\_  
Other \_\_\_\_\_

Are you currently employed? \_\_\_\_\_ If yes, list place of employment \_\_\_\_\_

(If dependent) Father's employer \_\_\_\_\_

(If dependent) Mother's employer \_\_\_\_\_

(If married) Spouse's employer \_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING:**

**Scholastic Honors:** \_\_\_\_\_

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**Activities and Organizations:** \_\_\_\_\_

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**Volunteer Work:** \_\_\_\_\_

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1. I further understand that application to the scholarship program must be turned in prior to March 1 for consideration.
2. Students may not receive more than one academic scholarship issued by the University.
3. Scholarship recipients may receive athletic and performing awards which must be coordinated with the scholarship; not to exceed the student's university tuition, room, and board.
4. Scholarships are issued for one academic year only. However, students must meet renewal criteria after the first semester of the award.
5. All scholarships are subject to change without notice and are subject to review by the scholarship committee upon receipt of funds and authorization by the Board of Governors.

Date Signed \_\_\_\_\_ Signature \_\_\_\_\_

# Missouri Southern State University-Joplin

Application for Admission • International Students

## PERSONAL INFORMATION

Name \_\_\_\_\_  
Last First Middle Preferred name Maiden/Former name

Social Security Number - if available: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Gender: ☐ Male ☐ Female

Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_ Email Address: \_\_\_\_\_

### Permanent mailing address:

Street or Route \_\_\_\_\_

City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ How long have you resided at the above address? \_\_\_\_\_ years.

If less than 1 year, indicate address for past year. \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Home Phone Work Phone

What is your racial background? (circle) (Optional)

African American Asian or Pacific Islander Caucasian Hispanic Native American or Alaskan Native Other

Are you a U.S. Citizen? ☐ Yes ☐ No If no, what visa do you hold? \_\_\_\_\_

If no, country of birth. \_\_\_\_\_ Country of Citizenship. \_\_\_\_\_

Is English your native language? ☐ Yes ☐ No If no, indicate your native language. \_\_\_\_\_

Do you plan to live in the residence halls? ☐ Yes ☐ No (If yes, an application for housing will be sent to you once you have been admitted.)

I am an international student applying as a

- ☐ First Time Freshman ☐ Post Graduate Student ☐ International English Program  
☐ Transfer Student ☐ Former MSSU Student

What field of study (major) are you considering? \_\_\_\_\_

The college term in which you expect to enroll: Fall 20\_\_\_\_ Spring 20\_\_\_\_ Summer 20\_\_\_\_

## ACADEMIC INFORMATION

Beginning with the most recent, list every high school, college or university you have attended. (Including college work completed during high school).

School Name	City	State	From	To	Graduation
School Name	City	State	From	To	Graduation
School Name	City	State	From	To	Graduation
School Name	City	State	From	To	Graduation

Are you currently on suspension from any college/university? ☐ Yes ☐ No

If yes, name of college/university. \_\_\_\_\_ Semester & year of suspension. \_\_\_\_\_

Have you been immunized against: a. Measles? (2 doses) ☐ Yes ☐ No b. Rubella? ☐ Yes ☐ No  
c. Hepatitis B? ☐ Yes ☐ No d. Tuberculosis? ☐ Yes ☐ No

Have you ever been convicted of, or pleaded guilty to a felony? ☐ Yes ☐ No

If yes, explain on a separate sheet of paper.

Father/Guardian's Name \_\_\_\_\_ Employer \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Level of Education/College Attended \_\_\_\_\_  
Home Work

Mother/Guardian's Name \_\_\_\_\_ Employer \_\_\_\_\_

Phone Numbers (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ Level of Education/College Attended \_\_\_\_\_  
Home Work

List siblings and their ages (Indicate Relationship) \_\_\_\_\_

Please list relatives who are MSSU students or alumni \_\_\_\_\_

The following information is needed to provide accurate information for immigration documents:

Marital Status: ☐ Married ☐ Single

Children:	Name	Date of Birth	Country of Birth
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Why did you choose to apply to MSSU? \_\_\_\_\_

Who did you find most helpful in the MSSU admission process? \_\_\_\_\_

*Missouri Southern State University-Joplin does not discriminate on the basis of sex, race, creed, color, national origin, disability, or age in its educational programs or activities. For further information concerning disability accessibility, contact the Disability Services Coordinator, Melissa Locher at 417-625-9516.*

I certify that the information provided is complete and correct to the best of my knowledge, and that I have read the admission and transcript requirements.

(Signature) \_\_\_\_\_ (Date submitted) \_\_\_\_\_

# Missouri Southern State University

## Minimum Core Curriculum

*Student Reporting Form - (Transfer and students over 21 do not need to complete this form.)*

### Meeting the Requirements

All high school graduates who graduated Spring 1996 or after must complete the following core requirements.

### COORDINATING BOARD FOR HIGHER EDUCATION MINIMUM CORE CURRICULUM REQUIREMENT

Subject	Minimum Core Curriculum	Comments about Minimum Core Curriculum Requirements
English	4	two units must emphasize writing
Math	3	Algebra I and higher
Social Studies	3	must have American History and at least one semester of Government
Science	2	one must be a lab course
Visual/Performing Arts	1	
additional core electives from any of the above areas	3 two years of a Foreign Language strongly recommended	acceptable Math elective: Computer Science with prerequisite of Algebra I; Social Studies elective: State/International History

Please complete the chart below using your high school transcript and senior class schedule.  
List the title of the course in the appropriate box.

Make a notation by any course that was taken as dual credit/college credit, honors (H), or advanced placement (AP). Transfer students do not need to complete this section.

Subject	9th Grade	10th Grade	11th Grade	12th Grade	Total
English 4 Units					
Mathematics 3 Units					
Social Studies 3 Units					
Science 2 Units; one must be a lab course					
Visual/Performing Arts 1 Unit					
Core Electives/ Foreign Language 3 Units					

Please print your name and Social Security number: \_\_\_\_\_

# Residence Hall Information

## On Campus residence requirements

All freshmen under the age of 21 are required to live in Missouri Southern State University Residence Halls to the extent space is available, unless they are married, live with their parents or are excused by the Director of Student Housing.

## General Information

Missouri Southern houses over 600 students on-campus. The two traditional style residence halls are Blaine Hall (150 men) and McCormick Hall (100 women). Apartment-style units house an additional 350 students. (Private rooms are also available.)

The rooms on-campus are furnished with twin size extra long beds, bed pads, study carrels, desks, chairs, lamps, wastebaskets, mini blinds, night stands, and free local telephone service is provided along with voice mail and individual access codes. Students are required to bring sheets, pillow, blankets, and all personal belongings. The apartment units are also furnished with sofas, chairs, lamps, coffee tables, refrigerators, and microwaves.

All Residence Hall facilities are air-conditioned. Cable TV, study lounges, recreational areas, IBM Personal Computers, vending machines, and laundry facilities are also included. The Residence Halls are staffed by three full-time professional Resident Directors who are assisted by a paraprofessional staff of 25 Staff Assistants.

Resident students are also entitled to food service. Students have a choice of three meal plan options. All meals are served in the Student Life Dining Hall and include unlimited servings.

## For additional information

**Call:** Missouri Southern State University  
Residence Life Office  
(417) 625-9522  
1-866-818-MSSU (toll free)

**or write:** Missouri Southern State University  
Residence Life Office  
3950 E. Newman Rd.  
Joplin MO 64801-1595

Visit our website: [residencehall@mssu.edu](mailto:residencehall@mssu.edu)

## Request for application

Complete and return the form below to receive a contract for room and board accommodations.

Name \_\_\_\_\_ Date \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

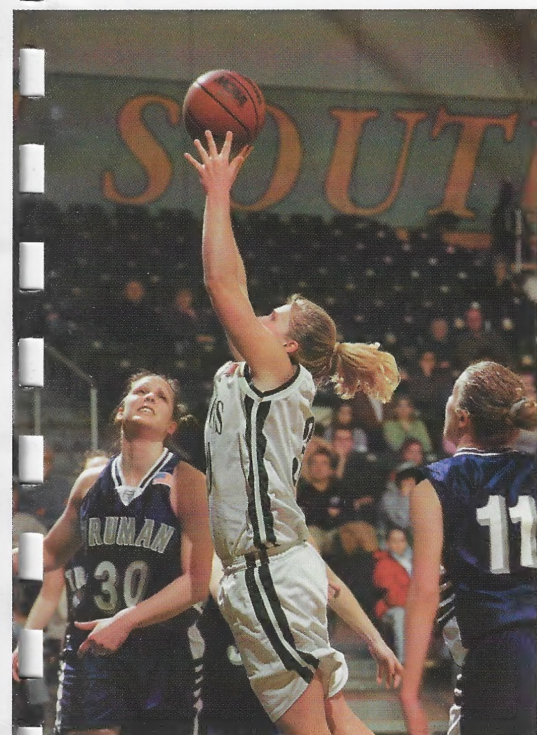
Telephone ( ) \_\_\_\_\_

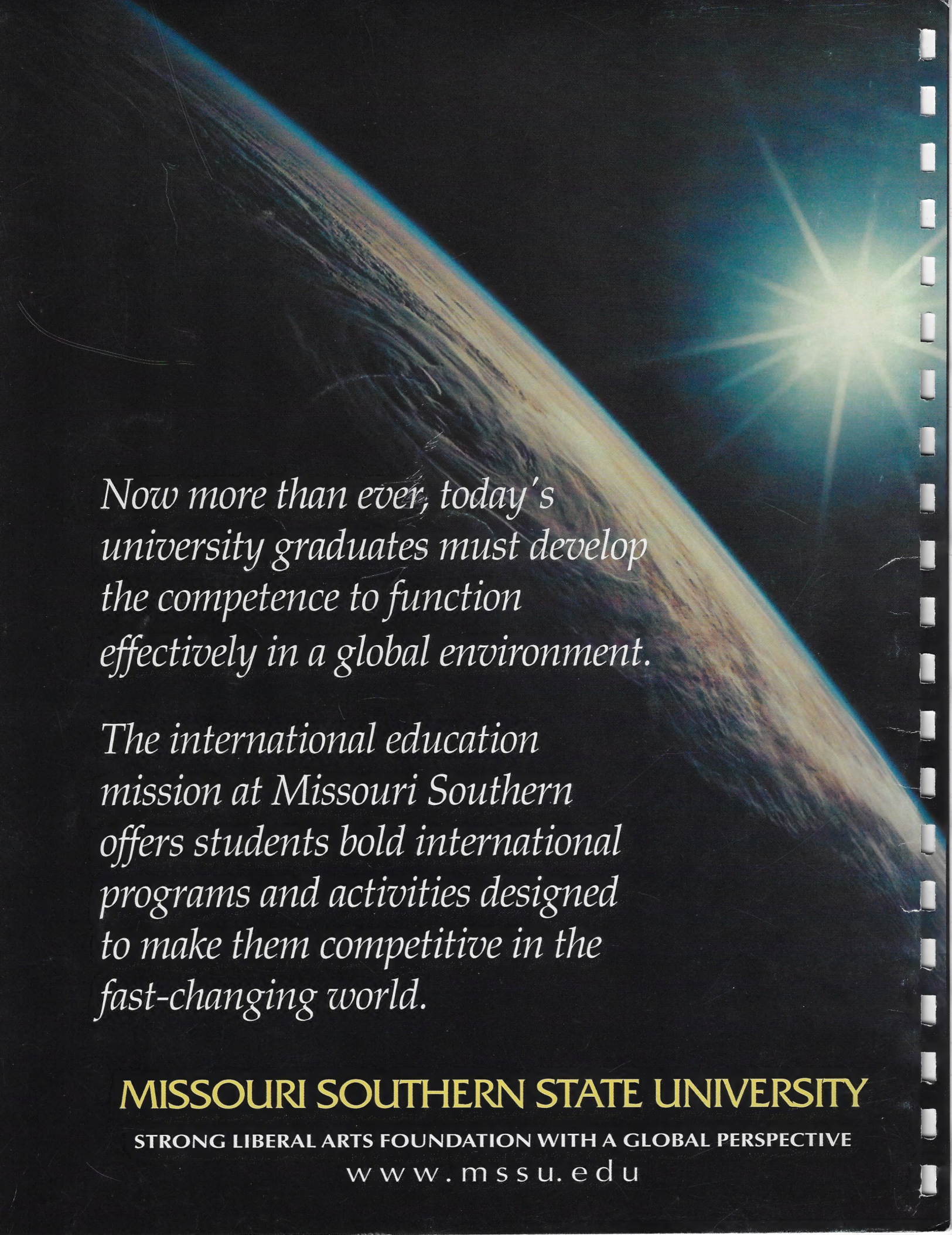
Detach and return this form to: Missouri Southern State University  
Residence Life Office  
3950 E. Newman Road  
Joplin, MO 64801-1595

Semester entering MSSU Residence Halls: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Year









*Now more than ever, today's  
university graduates must develop  
the competence to function  
effectively in a global environment.*

*The international education  
mission at Missouri Southern  
offers students bold international  
programs and activities designed  
to make them competitive in the  
fast-changing world.*

**MISSOURI SOUTHERN STATE UNIVERSITY**

**STRONG LIBERAL ARTS FOUNDATION WITH A GLOBAL PERSPECTIVE**

**www.mssu.edu**